ASSOCIATION FOR LEARNING TECHNOLOGY

England & Wales · Charity number 1160039

Details

Other names	ALT
Status	Registered
Legal form	CIO
Registered	2015-01-20
Register	View on the Charity Commission register

Contact

Address	3 Bignell Park Barns Chesterton Oxfordshire OX26 1TD
Phone	01865819009
Email	enquiries@alt.ac.uk
Website	https://www.alt.ac.uk/

Activities

Objects: TO ADVANCE EDUCATION THROUGH INCREASING, EXPLORING AND DISSEMINATING KNOWLEDGE IN THE FIELD OF LEARNING TECHNOLOGY FOR THE BENEFIT OF THE GENERAL PUBLIC

Activities: ALT's mission is to ensure that the use of Learning Technology is effective and efficient, informed by research and practice, and grounded in an understanding of the underlying technologies, their capabilities and the situations into which they are placed. We pursue our mission by improving practice, promoting research and influencing policy.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** The General Public/mankind

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Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£473,704	£508,794	-	-
2024-01-31	£502,641	£513,051	£129,315	7
2023-01-31	£459,836	£463,649	-	-
2022-01-31	£308,574	£297,984	-	-
2021-01-31	£239,164	£330,334	-	-

Trustees

Name	Role	Appointed
Keith Smyth	Chair	2024-11-21
David Hopkins		2022-09-07
David White		2020-06-25
Matthew Cornock		2024-09-04
Natalie Lafferty		2019-09-04
Puiyin Wong		2022-09-07
Sharon Flynn		2019-09-04
Shonagh Douglas		2021-06-15

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ASSOCIATION FOR LEARNING TECHNOLOGY

England & Wales - Charity number 1160039

Accounts

Association for Learning Technology

Annual Report

Financial Year 1 February 2024 to 31 January 2025



The Trustees present their report and the financial statements of the charity for the year ended 31 January 2025 for the approval of the ALT Annual General Meeting 2025 held on 19 November 2025.

This Annual Report covers ALT's February 2024 to January 2025 financial year. As it is presented for approval by members at ALT's AGM 2025, we include some developments over the first part of the current financial year as well as the financial year to which the report's financial statements relate.

Reference and administrative details

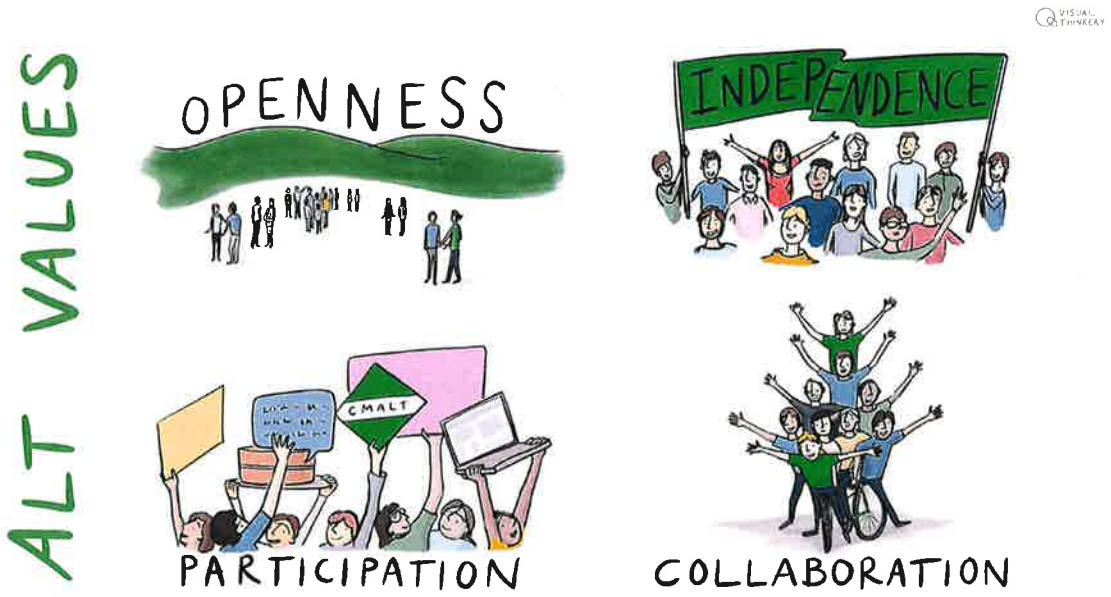
Registered charity name	Association for Learning Technology (ALT)
Charity registration number	1160039
Principal address	3 Bignell Park Barns, Chesterton, Oxon, OX26 1TD
Auditor	David Cadwallader & Co Limited
Banker	HSBC, 65 Cornmarket Street, Oxford OX1 3HY, UK

Public benefit and our aims & activities

Public benefit statement

We are the leading professional body for Learning Technology in the UK. We support a collaborative community for individuals and organisations from all sectors including Further and Higher Education and industry and provide professional recognition and development. Membership is open to all with a professional interest in using digital technologies for learning, teaching and assessment.

Our overall charitable objective is "to advance education through increasing, exploring and disseminating knowledge in the field of Learning Technology for the benefit of the general public". Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.



ALT Values from the Strategy 2020-2025

We work across the UK and internationally to increase the positive impact of Learning Technology in education and training for public benefit.

Our aims are to:

- Increase access to Learning Technology expertise and professional development.

- Strengthen professional recognition for and representation of all Learning Technology roles across the communities we support.
- Provide pathways to accreditation for general practitioners, advanced professionals and leaders through our professional and ethical competencies framework.

Core activities

Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.

Aim 1: Strengthen professional recognition	**Aim 2: Enhance professionalism and accreditation**	**Aim 3: Increase impact for public benefit**
Annual Conference	Online Winter Conference	OER Conference
Learning Technologist and Research Project of the Year Awards	Recognition for CPD activities and peer review	Publications including Research in Learning Technology and the #altc blog
Annual Survey and Member consultations	CMALT accreditation framework incl. Senior and Associate CMALT	ALT Open Access Repository
National Network of Members Groups	Mapping the CMALT accreditation framework to other national frameworks	Special Interest Groups that are open to all
Strategic partnerships and collaboration in the UK and internationally	Members Assembly	Policy responses and briefings for policy makers
Advocacy and representing Members at a national scale	Members News Digest and Discussion List	Dissemination of research findings and projects
	Regular webinar series	

What we value

Our values are inspired by our commitment to best represent and support our members.

We value openness

We provide an exemplar for how open practice can benefit an organisation and its members. Openness helps us influence policy makers, increase the impact of research for public benefit, build a shared vision for the future of professionalisation in Learning Technology and grow our community of members.

We value being independent

We are a trusted, independent voice representing the interests of our membership. We do not receive any core funding from central agencies. Being independent from government and industry enables us to better represent members and offer a critical perspective to influence policy development. The Board of Trustees oversees the use of our resources to respond directly to the priorities of our members in a way that is efficient, transparent and fair.

We value collaboration

We support our members to collaborate, communicate and coordinate their practice and work, both within our national network of members groups and beyond. We encourage members to learn from colleagues from different backgrounds and roles. To support these activities, ALT has a small, distributed staff team, who support and manage all aspects of ALT's operations and report to the Board of Trustees.

We value participation

We encourage members to take an active part in our governance, volunteer as editors of publications, help organise events, and work together in Member Groups and the Members Assembly. Members directly shape what we do and full members elect Trustees and vote at the AGM. We provide professional recognition for peer reviewers and assessors.

How we define Learning Technology

We define Learning Technology as the broad range of communication, information and related technologies that are used to support learning, teaching and assessment. We recognise the wider context of Learning Technology policy, theory and history as fundamental to its ethical, equitable and fair use.

Future plans

ALT is experiencing an exciting period of change and renewal. There have been changes in leadership, both on the Board of Trustees and with a new CEO. As part of the planned cycle of Board membership, we will see new trustees joining us in 2025/6, bringing with them valuable expertise to support our future work, and we'll say goodbye to several of our long-standing trustees, as they come to the end of their terms. Our membership, both individual and organisational, continues to diversify, and so positively challenges ALT to evolve alongside that change. The 2024-25 financial year was the last full year under the existing organisational strategy, with a new strategy for 2025-30 due to be released at the end of 2025.

Discussions with the Board of Trustees about the focus of the new strategy have been extremely productive, with members invited to contribute to the development of the strategy via various channels, including the Assembly and at dedicated ALTC sessions. These strategic conversations are already influencing ALT's portfolio of member services and activities, with a focus on supporting and representing a broader and more diverse community of members at the core.

Early indications of the new strategy's planned direction of travel can be seen among the activities and projects underway or planned for 2025/6. This list (by no means exhaustive) gives a flavour of ALT's renewed focus:

- redevelopment of the main ALT website to improve member communications, including updating to the latest version of Drupal, improving navigation and retiring legacy pages
- changing the dates of our flagship annual conference to increase access for members, and diversifying our events portfolio, for example by introducing workshop sessions on key challenges for members and their organisations, and launching the Coffee Break as an innovation and networking space
- the introduction of CMALT Week and a project to scope out updates to CMALT, including identifying a replacement for the CMALT submission system
- appointing a new leadership team for the Research in Learning Technology journal
- continuing our partnership with Ufi VocTech Trust through the AmplifyFE project to provide a vital focus on the FE, vocational and adult education sectors
- launching a project focused on improving the membership journey and better articulating member benefits for organisational and individual members

- closer collaboration with Special Interest Groups, for example through joint submission of funded project proposals, and the launch of a new Special Interest Group on Online Programmes
- developing closer relationships with commercial partners to create enhanced member benefits

Alongside the change and renewal, there is a critical need for ALT to be financially prudent and respond to the external environment. ALT's Board of Trustees and CEO continue to actively monitor ALT's finances and take appropriate action in a challenging landscape of rising costs and tightening budgets. Steps to diversify income streams and reduce expenditure are ongoing as part of the imperative to secure financial stability. Positive progress is being made on this front and will continue into the new strategy period.

Financial review and Honorary Treasurer's report



The financial year ended 31 January 2025 has undoubtedly been a difficult year financially for ALT as is reflected in the overall deficit of £35,090. This has primarily been driven by a decrease in income generation from the annual conference and a decrease in income from CMALT fees, alongside rising costs which have been evident across all business areas.

ALT is a non-profit, charitable organisation, with income generated to cover the costs of the Association's activities. Running at an annual deficit is not a sustainable position for ALT and a number of actions are now in progress to address this.

Firstly, subsequent to this financial year end the number of employees, through natural means, has been reduced and a new staffing structure has been created to allow ALT to operate effectively with this reduction. Secondly, several changes are being made to existing events alongside the development of new events to respond to the current needs of the membership. It should be noted that event income outside the annual conference did grow in this financial year and ALT will continue to develop and learn from these successes. Thirdly, ALT are looking to diversify income streams into other areas which align with the Association's objectives.

Finally, a number of cost reduction initiatives have been implemented or are in progress.

These are undoubtedly difficult times, and I would like to express my thanks to all the ALT team for their efforts both in terms of ensuring close monitoring and management of the short-term financial position, identifying cost reductions and in relation to development of future sustainable income streams.

In line with previous years, the Trustees commissioned an Independent Examination of the financial statements rather than a full audit. A full audit is not required due to ALT remaining below the threshold for this and the trustees will continue to review this position on an annual basis.

Dr Shonagh Douglas,
Honorary Treasurer

Report from the Interim Chair of ALT



There is no doubt that 2024 was a year of significant challenge and change in the education sector both nationally and internationally, financially and otherwise. Serious repercussions including institutional restructuring of universities and colleges, loss of jobs, and reduction in other key services and resources continue at scale in the UK at the time of writing.

Within this context, the financial year ending 31st January 2025 was a difficult one for ALT, as detailed in the report from our Honorary Treasurer Dr Shonagh Douglas. Reduction in levels of engagement with some of our key activities, no doubt in a large part reflective of the wider challenges colleagues and our institutions in the sector face, has resulted in the Financial Year 1 February 2024 to 31 January 2025 returning a deficit for our organisation.

However, this is in the context of ALT recognising and responding to the challenges we were facing and anticipating, and in the context of ALT continuing to evolve and diversity in relation to our activities as a membership association, and as charity with a wider mission to support both our members and the wider development of digital education practice.

Key to this was the appointment of Susan Martin as ALT's new Chief Executive Officer in September 2024, following an interim period within which Kerry Pinny, our Chief Operating Officer, provided excellent leadership of the ALT team. Susan's appointment as CEO has been pivotal, and working with the Board of Trustees, and in her leadership of the ALT office, Susan swiftly formulated initial plans and responses that ensured ALT remained in the best position possible across the financial year we are now reporting on.

This has been a year that has included significant highlights, including a very successful and well-attended OER24 Conference, hosted at Munster Technological University, Cork, 27-28 March, by Dr Gearóid Ó Súilleabháin and Dr Tom Farrelly, on the theme 'Digital Transformation in Open Education'. The Annual ALT Conference 2024, on the theme 'Doing, reflecting, improving, collaborating' was also a very well received event, hosted at the Radisson Blu, Manchester Airport, 3-5 September, co-chaired by Diane Bennett and Scott Farrow.

Both OER24 and ALTC24 had very rich and varied programmes, focused on current and emerging trends and developments, and featured speakers and delegates from around the world. The location for ALTC24 was also part of now ongoing work to diversify in the delivery of ALT's main events, including how, where and when they are hosted. Diversification in our events, and in how we approach other activities and provision, has been central to the discussions and work Susan has been leading within the ALT team, and in working with ALT's Trustees.

Coming into the financial year, ALT's Board of Trustees continued to be led collegiately and impactfully by Professor Helen O'Sullivan, who was appointed as Chair in June 2020 during a different time of challenge and change due to the global pandemic. Helen concluded her very successful time as Chair of ALT in November 2024, and on behalf of the Trustees we thank Helen greatly for her leadership of and commitment to ALT. We continued to seek to further the experience and expertise of the Board of Trustees, and to this end the board were very pleased to be joined in September 2024 by Matt Cornock, Head of Online Learning in the Digital Education Service at the University of Leeds, as a new Trustee. We thank Matt for the excellent contribution to the board that he has been making, and in my role as Interim Chair I would like to thank all of our Trustees for their excellent work during the year ending January 2025.

I would also like to thank Susan for the immediacy and strength of her leadership upon joining ALT as CEO in September 2024, and for the excellent work of the ALT team. ALT may have weathered a hard financial year in 2024, but it was an exciting one for our future direction.



Keith Smyth
Interim Chair, ALT

The Trustees

The Trustees who served the charity during this financial year were as follows:

1. Shonagh Douglas (from June 2021, Honorary Treasurer)
2. Sharon Flynn (from September 2019)
3. David Hopkins (from September 2022)
4. Natalie Lafferty (from September 2019)
5. Matt Cornock (from September 2024)
6. Keith Smyth (from September 2019, Vice Chair from Sept 2024 Interim-Chair)
7. Helen O'Sullivan (from June 2020 - Sept 2024, Chair)
8. David White (from June 2020, President)
9. Puiyin Wong (from September 2022)

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus/deficit of the charity for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 charity will continue to operate.

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 Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditors

A resolution to re-appoint David Cadwallader & Co Limited as auditor for the ensuing year was proposed and agreed at the AGM in 2024 with a view to review the appointment. Subsequently, David Cadwallader & Co Limited were appointed as independent examiners by Trustees in 2024.

Approved by and signed on behalf of the Trustees:

Shonagh Douglas 31/10/25

Shonagh Douglas (Honorary Treasurer) Date:

Independent Examiner's Report to the Trustees of the Association for Learning Technology

For the year ended 31 January 2025

I report to the trustees on my examination of the financial statements of The Association for Learning Technology ('the charity') for the year ended 31 January 2025 which are set out on pages 15-28.

RESPONSIBILITIES AND BASIS OF REPORT
As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINER'S STATEMENT

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies

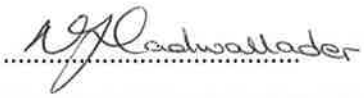
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Account and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination .

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.



Nicola Jane Cadwallader FCCA
For and on Behalf of
David Cadwallader & Co Limited
Independent examiner
Chartered Certified Accountants
Suite 3 Bignell Park Barns
Chesterton
Bicester
Oxon
OX26 1TD

Dated: ....31 October 2025

Statement of financial activities including income and expenditure account

For the year ended 31 January 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total Unrestricted 2024 £
Income from					
Donations	2	140,044	-	140,044	150,405
Investments	3	1,738	-	1,738	1,458
Charitable activities	4	331,922	-	331,922	350,778
Total income		473,704	-	473,704	502,641
Expenditure on					
Charitable activities	5-7	508,794	-	508,794	513,051
Total expenditure		508,794	-	508,794	513,051
Net income/(expenditure)	8	(35,090)	-	(35,090)	(10,410)
Fund balances at 1 February 2024		129,315	-	129,315	139,725
Fund balances at 31 January 2025		94,225	-	94,225	129,315

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance Sheet

For the year ended 31 January 2025

	Notes	£	2025 £	£	2024 £
Fixed Assets					
Tangible Assets	**11**		**15,612**		5,639
Current Assets					
Debtors	**12**	**9,788**		102,579	
Cash at bank and in hand		**96,023**		123,317	
		105,811		225,896	
Creditors: amounts falling due within one year	**13**	**27,198**		102,220	
Net current assets			**78,613**		123,676
Total assets less current liabilities			**94,225**		129,315
Funds					
Restricted Funds			-		-
Unrestricted Funds	**15-16**		**94,225**		129,315
			94,225		129,315

The accounts were approved by the members of the committee on 31 October 2025 and are signed on their behalf by:

Keith Smyth, Interim Chair

Statement of Cash Flows

For the year ended 31 January 2025

	Notes	2025 £	2024 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	**19**	**(16,282)**	(262)
Cash Flows from investing activities			
Dividends, interest and rents from investments	**3**	**1,738**	1,458
Proceeds from the sale of property, plant and equipment		-	-
Purchase of property, plant and equipment	**11**	**(12,750)**	(1,795)
Net cash provided by/(used in) investing activities		**(11,012)**	(337)
Net cash provided by/(used in) financing activities		-	-
Change in cash and cash equivalents in the reporting period		**(27,294)**	(599)
Cash and cash equivalents at the beginning of the reporting period		**123,317**	123,916
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash and cash equivalents at the end of the reporting period	**20**	**96,023**	123,317

Notes to the accounts

For the year ended 31 January 2025

1 Accounting policies

General Information and Basis of Accounting

Association for Learning Technology is a Charitable Incorporated Organisation registered in England and Wales. In the event of the charity being wound up, the members have no liability to contribute to the assets of the charity and no personal responsibility for settling its debts and liabilities. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are given on page 3-4 of these financial statements.

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)) and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Association for Learning Technology 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 note(s).

Going concern

The accounts have been prepared on a going concern basis, as in the opinion of the Trustees, the charity will continue in operation for the foreseeable future.

Key sources of estimation uncertainty

The most significant areas of adjustments and key assumptions that affect items in the accounts relate to income recognition.

Income

All income is included on the Statement of Financial Activities when the charity has entitlement to the funds, any performance attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.

Income, excluding membership fees, is recognised when the above criteria are met as a restricted fund should the donor require such income to be used for a specified purpose. Membership fees are recognised from the date of invoicing unless otherwise specified.
Investment income is recognised in the period in which the charity is entitled to receive such income.

Expenditure

Expenditure is accounted for on an accruals basis, inclusive of any VAT, which cannot be recovered.

Support Costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with use of the resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer Equipment	33 1/3% straight line
Software	33 1/3% straight line

Pensions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

Debtors

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

Cash at bank and in hand

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

Creditors and provisions

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

Financial Instruments

The Charity has only 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 Income from Donations

	Unrestricted Funds £	Total 2025 £	Total (Unrestricted) 2024 £
Membership fees	**123,520**	**123,520**	121,202
Other Donations	**-**	**-**	-
CMALT registration fees	**16,524**	**16,524**	29,203
	140,044	**140,044**	150,405

3 Investment Income

	Unrestricted Funds £	2025 £	2024 £
Interest receivable	**1,738**	**1,738**	1,458

4 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total (Unrestricted) 2024 £
Annual Conference	**169,633**	-	**169,633**	213,832
Publications	**124**	-	**124**	124
Commissions from ALT Shop	**-**	-	**-**	-
Events, except Annual Conference	**83,223**	-	**83,223**	35,031

Projects	**78,942**	-	**78,942**	101,791
Grants (Restricted)	**-**	-	**-**	-
	331,922	-	**331,922**	350,778

5 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	**Restricted Funds**	**Total 2025**	Total (Unrestricted) 2024
	£	**£**	**£**	£
Membership	**84,971**	-	**84,971**	90,319
CMALT	**38,445**	-	**38,445**	38,908
Annual Conference and events	**256,695**	-	**256,695**	237,676
Operations	**41,019**	-	**41,019**	44,145
Projects	**83,240**	-	**83,240**	96,332
Governance	**4,424**	-	**4,424**	5,671
	508,794	-	**508,794**	513,051

6 Expenditure on Charitable Activities by Activity Type

	Direct Costs 2025	**Allocated Support & Governance Costs 2025**	**Total 2025**	Total (Unrestricted) 2024
	£	**£**	**£**	£
Membership	**17,888**	**67,083**	**84,971**	90,319
CMALT	**488**	**37,957**	**38,445**	38,908
Annual Conference and events	**348**	**256,347**	**256,695**	237,676
Operations	**20,907**	**20,112**	**41,019**	44,145
Projects	**46,130**	**37,110**	**83,240**	96,332
Governance	**-**	**4,424**	**4,424**	5,671
	85,761	**423,033**	**508,794**	513,051

7 Analysis of support and Governance Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the key charitable activities undertaken (see note 6) in the year based on time spent. Refer to the table below for the analysis of support and governance costs. All costs are unrestricted.

	Governance costs 2025 £	**Support costs 2025 £**	**Total (unrestricted) 2025 £**	Total (unrestricted) 2024 £
Salaries and wages	-	**207,924**	**207,924**	186,948
Employer's NI	-	**15,534**	**15,534**	13,893
Staff pension contributions	-	**24,951**	**24,951**	25,718
Other staff costs			-	-
Professional and consultancy fees	-	-	-	-
Travelling and subsistence	-	**7,899**	**7,899**	10,202
Printing, stationary and advertising	**7**	**6,787**	**6,794**	7,701
Insurance	**482**	**1,743**	**2,225**	1,724
Subscriptions	**35**	**1,349**	**1,384**	424
Web, database and computer support	-	**13,213**	**13,213**	13,742
Bank and credit card charges	-	-	-	6
Depreciation	-	-	-	-
Loss on disposal of fixed assets	-	-	-	-
Bad debts written off	-	-	-	-
Miscellaneous expenses	-	**843**	**843**	360
Accommodation, hospitality, venue hire	-	**128,764**	**128,764**	136,557

Election expenditure	-	-	-	-
Phones and audio-conferencing	-	-	-	-
Audit and Accountancy	**3,000**	-	**3,000**	4,020
Legal and professional	**900**	-	**900**	840
Equipment Hire and purchase	**-**	**150**	**150**	-
	4,424	**418,609**	**423,033**	402,135

8 Net income/(expenditure) for the Year

This is stated after charging:

	2025	2024
	£	£
Staff pension contributions	**27,959**	28,756
Depreciation	**2,777**	945
Independent Examiners fees	**3,000**	4,020
Auditors' remuneration - other	**150**	150

9 Employees

Number of Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Number of Administrative Staff	**2**	2
Number of Management Staff	**6**	5
	8	7

Employment costs	**2025**	2024
	£	£
Wages and salaries	**232,992**	216,663
Social security costs	**17,738**	16,131
Other pension costs	**27,959**	28,756
	278,689	261,550

No employee received a pro-rata remuneration of more than £60,000 during the year (2024 - Nil).

10 Trustees

No trustee received any remuneration in the year (2024: £Nil).

£NIL Expenses reimbursed were paid to 12 Trustees in the year (2024: £380.20)

11 Tangible Fixed Assets

	Software	Computer Equipment	Total
	£	£	£
Cost			
At 1 February 2024	2,920	61,689	64,609
Additions	12,195	555	12,750
Disposals	(1,170)	(515)	(1,685)
As at 31 January 2025	**13,945**	**61,729**	**75,674**
Depreciation			
At 1 February 2024	2,353	56,617	58,970
Adjustment to Dep'n for Prior Year Disposals not booked	(1,170)	(515)	(1,685)
Charge for the year	1,780	997	2,777
As at 31 January 2025	**2,963**	**57,099**	**60,062**
Net book Value			
As at 31 January 2025	**10,982**	**4,630**	**15,612**
As at 31 January 2024	567	5,072	5,639

12 Debtors

	2025	2024
	£	£
Trade Debtors	7,830	41,200
Other Debtors	-	59,640
Prepayments and Accrued Income	1,958	1,739
	9,788	102,579

13 Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade Creditors	12,352	34,767
Accruals and Deferred Income	14,702	66,678
Tax and Social Security	31	20
Other Creditors (Credit Card)	113	755
	27,198	102,220

Deferred income relates to CMALT membership fees paid for 3 years, in advance.

14 Pensions

The pension cost of £27,959 represents contributions by the Charity into a defined contribution scheme (2024: £28,756).

15 Fund Transfers

£20,000 (2024: £NIL) of Designated reserves was transferred to Unrestricted General Funds in Jan 2025.

16 Unrestricted Funds

		Movement in Funds			
	Combined Balance at 1 February 2024	Incoming Resources	Outgoing Resources	Transfers	Balance at 31 January 2025
	£	£	£	£	£
Designated reserve fund	90,000	-		(20,000)	**70,000**
General Funds	39,315	473,704	(508,794)	20,000	**24,225**
	129,315	473,704	(508,794)	-	**94,225**

Designated reserve fund: these funds are held as a reserve to cover 2 months of ALT's operating costs in case of loss of charitable income of which £2,784 (2024: £2,784) designated funds are held in reserve for the ELESIG group.

17 Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fund balances at 31 January 2025 are represented by:			
Tangible Fixed Assets	**15,612**	-	**15,612**
Current Assets	**105,811**	-	**105,811**
Creditors: Amounts falling due within one year	**(27,198)**	-	**(27,198)**
	94,225	-	**94,225**

18 Related Party Transactions

There have been no transactions with related parties during the period that require disclosure.

19 Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

	2025	2024
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	**(35,090)**	(10,410)
Adjustments for:		
Depreciation charges	**2,777**	945
Dividends, interest and rents from investments	**(1,738)**	(1,458)
(Increase)/decrease in debtors	**92,791**	(58,983)
Increase/(decrease) in creditors	**(75,022)**	69,644
	(16,282)	(262)

20 Analysis of cash and cash equivalents

	2025	2024
	£	£
Cash in Hand	**96,023**	123,317

21 Analysis of changes in net debt

	At start of Year	Cash-flows	At end of year
	£	**£**	**£**
Cash	123,317	(27,294)	**96,023**
	123,317	(27,294)	**96,023**

Appendix

Structure, governance and management

Constitution

ALT's constitution is our governing document (equivalent to the articles of governance for a college or company). The constitution was adopted and approved by the Charity Commission in 2015 when ALT was established as a Charitable Incorporated Organisation. The updated version was approved by members at the ALT AGM on 12 September 2018 and came into effect from 5 September 2019.

You can find out more and access previous versions of the constitutions via this page.

Organisation

ALT is a charitable incorporated organisation. We are registered charity number 1160039 and we are governed in accordance with our constitution by a group of elected and appointed Trustees. Under our constitution the trustees are known collectively as the Board of Trustees, which meets approximately quarterly.



The Trustees set ALT's direction, and are responsible for ALT's strategy, and for the overall performance of the association. A sub-committee of the Board of Trustees known as the General Purposes Committee, holds online meetings monthly.

Each year, following our AGM, we report to the Charity Commission on our activities and submit our audited accounts.

An important principle in ALT is that all committee memberships are time-limited. The maximum period of membership of any committee is generally six years, and most memberships have to be renewed after three years. Thus there is always turnover in committee memberships, and there is a steady supply of vacancies, so that there are regular opportunities for new people to get involved in the work of ALT.

1. The general duties as the Trustee of a charity like ALT are to:

- ensure that the organisation complies with its governing documents, charity and company law and other relevant legislation or regulations;
- ensure that the organisation pursues its objects as defined in its governing document;
- ensure that the organisation applies its resources exclusively in pursuance of its objects;
- give firm strategic direction to the organisation; setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
- safeguard the good name and ethos of the organisation;
- ensure the effective and efficient administration of the organisation;
- appoint the chief executive officer and monitor his/her performance.

2. Specific activities of Trustees in ALT include:

- attending meetings of the Board of Trustees (normally three per year);
- participating in policy discussions and the production of consultation responses;
- contributing to the drafting and monitoring of the three year ALT strategy;
- chairing sub-committees of ALT or task groups which are set up from time to time.
- helping to promote the Association's aims and values.
  In addition, the following roles have specific responsibilities:
- Vice-Chair: the Vice-Chair provides support to the Chair of ALT, representing ALT at events across sectors and the ALT Assembly.
- Chair: the Chair chairs meetings of the Board of Trustees and works closely with senior staff, providing strategic input to ALT's strategy and development. The Chair represents ALT across sectors, including working with policy makers. The Chief Executive reports directly to the Chair of ALT.
- Honorary Treasurer: the Honorary Treasurer works with the Chief Executive and ALT's independent auditors on the Annual Accounts and financial reporting to the Board of Trustees.

- President: the President usually chairs the AGM, the judging panel for the Learning Technologist of the Year Awards and provides input to ALT's work with policy makers. The President of ALT also chairs formal meetings of the ALT Assembly.

3. Nominees for Trustee Positions should be aware of the following points:

- Trustees in ALT personally hold limited legal and financial responsibilities on behalf of the charitable incorporated organisation (CIO).
- Trustees are governed by English Law as it relates to Charity Trustees and work in line with the Charity Commission Guidelines (see http://www.charity-commission.gov.uk/)
- ALT's permanent staff employed by ALT as a CIO and the Chief Executive reports to the Board of Trustees.
- ALT provides indemnity insurance for its Trustees, in keeping with good practice for the management of charities.

Delegation of day-to-day management

Management of the Charity is delegated via the Chief Executive to the staff team, with all established staff, including the Chief Executive employed directly by ALT.
The functions of the staff team include:

- supporting the work of ALT's committees;
- managing the finances and the operations of the Association;
- managing membership recruitment and renewals;
- running ALT meetings and events, including the Association's annual international academic conference for learning technologists;
- promoting and representing the Association;
- producing ALT publications;
- managing ALT's Certified Membership Scheme.

Risk management

The Trustees have examined the major strategic and operational risks, which the charity is exposed to and confirm that systems have been established to enable regular reports to be produced in order that the necessary steps can be taken to mitigate such risks.


Individual Members and Organisational Members
4,000
3,000
2,000
1,000
0
183
2,799
187
3,094
173
1,926
169
2,669
166
2,667
2020/21
2021/22
2022/23
2023/24
2024/25
Organisational Memberships
Individual, CMALT & Associate Memberships

ASSOCIATION FOR LEARNING TECHNOLOGY

England & Wales - Charity number 1160039

Accounts

Annual Report

Financial Year 1 February 2023 to 31 January 2024



The Trustees present their report and the financial statements of the charity for the year ended 31 January 2024, for the approval of the ALT Annual General Meeting 2024, held on 4 September 2024 during ALT's Annual Conference at the Radisson Airport Hotel, Manchester.

This Annual Report covers ALT's February 2023 to January 2024 financial year and is presented for approval by members at ALT's AGM 2023 and therefore we include some developments over the first quarter of the current financial year as well as the financial year to which the report's financial statements relate.

Reference and administrative details

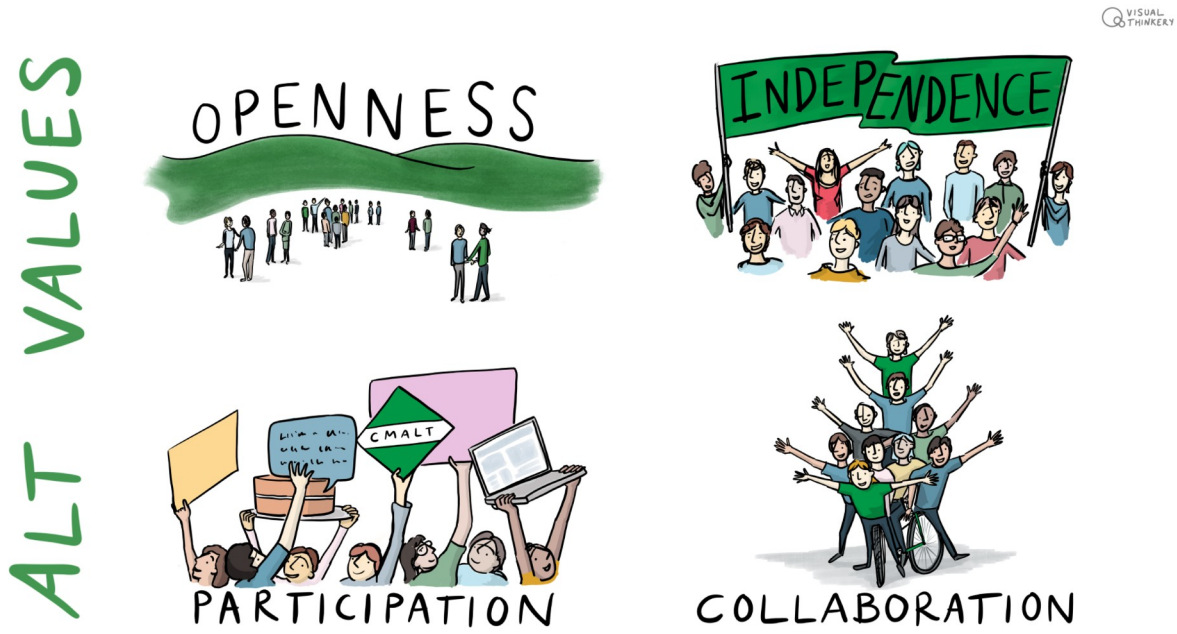
Registered charity name	Association for Learning Technology (ALT)
Charity registration number	1160039
Principal address	3 Bignell Park Barns, Chesterton, Oxon, OX26 1TD
Auditor	David Cadwallader & Co Limited
Banker	HSBC, 65 Cornmarket Street, Oxford OX1 3HY, UK

Public benefit and our aims & activities

Public benefit statement

We are the leading professional body for Learning Technology in the UK. We support a collaborative community for individuals and organisations from all sectors including Further and Higher Education and industry and provide professional recognition and development. Membership is open to all with a professional interest in using digital technologies for learning, teaching and assessment.

Our overall charitable objective is "to advance education through increasing, exploring and disseminating knowledge in the field of Learning Technology for the benefit of the general public". Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.



ALT Values from the Strategy 2020-2025

We work across the UK and internationally to increase the positive impact of Learning Technology in education and training for public benefit.

Our aims are to:

- Increase access to Learning Technology expertise and professional development.
- Strengthen professional recognition for and representation of all Learning Technology roles across the communities we support.
- Provide pathways to accreditation for general practitioners, advanced professionals and leaders through our professional and ethical competencies framework.

Core activities

Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.

Aim 1: Strengthen professional recognition	**Aim 2: Enhance professionalism and accreditation**	**Aim 3: Increase impact for public benefit**
Annual Conference	Online Winter Conference	OER Conference
Learning Technologist and Research Project of the Year Awards	Recognition for CPD activities and peer review	Publications including Research in Learning Technology and the #altc blog
Annual Survey and Member consultations	CMALT accreditation framework incl. Senior and Associate CMALT	ALT Open Access Repository
National Network of Members Groups	Mapping the CMALT accreditation framework to other national frameworks	Special Interest Groups that are open to all
Strategic partnerships and collaboration in the UK and internationally	Members Assembly	Policy responses and briefings for policy makers
Advocacy and representing Members at a national scale	Members News Digest and Discussion List	Dissemination of research findings and projects
	Regular webinar series	

What we value

Our values are inspired by our commitment to best represent and support our members.

We value openness

We provide an exemplar for how open practice can benefit an organisation and its members. Openness helps us influence policy makers, increase the impact of research for public benefit, build a shared vision for the future of professionalisation in Learning Technology and grow our community of members.

We value being independent

We are a trusted, independent voice representing the interests of our membership. We do not receive any core funding from central agencies. Being independent from government and industry enables us to better represent members and offer a critical perspective to influence policy development. The Board of Trustees oversees the use of our resources to respond directly to the priorities of our members in a way that is efficient, transparent and fair.

We value collaboration

We support our members to collaborate, communicate and coordinate their practice and work, both within our national network of members groups and beyond. We encourage members to learn from colleagues from different backgrounds and roles. To support these activities, ALT has a small, distributed staff team, who support and manage all aspects of ALT's operations and report to the Board of Trustees.

We value participation

We encourage members to take an active part in our governance, volunteer as editors of publications, help organise events, and work together in Member Groups and the Members Assembly. Members directly shape what we do and full members elect Trustees and vote at the AGM. We provide professional recognition for peer reviewers and assessors.

How we define Learning Technology

We define Learning Technology as the broad range of communication, information and related technologies that are used to support learning, teaching and assessment. We recognise the wider context of Learning Technology policy, theory and history as fundamental to its ethical, equitable and fair use.

Future plans

As part of ALT's Strategy 2020-2025 we set out specific strategic objectives for each year, responding directly to Members' feedback and priorities identified through the Annual Survey.

The economic environment remains a challenge as costs continue to rise. The Board of Trustees continues to monitor ALT's finances, review ongoing risks and adjust strategic priorities accordingly.

We continue to develop and diversify our activities and services to meet the needs of our growing community of learning technology professionals.

Key activities include the launch of our Certified Membership of ALT (CMALT) online course which enhances the support and guidance for candidates to help them complete their accreditation. Piloting changes to CMALT that have arisen from the feedback and input of our new CMALT Committee. A review and update of our Framework for Ethical Learning Technology (FELT) and we will continue to expand our strategic partnership with the Ufi VocTech Trust and AmplifyFE project.

This is a year of transition for ALT as we welcome our new CEO at this year's Annual General Meeting and develop ALT's next strategy for 2025-2030.

Report from the Chair of ALT



This year's highlight was undoubtedly the celebration of our 30th Birthday at ALT at our Annual Conference in September. It was great to see members and Trustees, past and present, joining with ALT staff to mark the milestone. We reflected on how much has changed in that time but that what continues is the sense of community and pride in our professional practice. Another great sector body SEDA was also celebrating the same anniversary, and we were able to enjoy a shared celebration. We were thrilled to see our first Digital Learning Design Apprenticeship endorsed by ALT and strengthened our strategic partnership with Ufi and ongoing AmpifyFE project.

This year has been one of transition. We spent much of the year without a CEO and I want to formally express my thanks on behalf of the Board of Trustees to Kerry Pinny for stepping in as Acting CEO as well as maintaining her operational role. The whole team have supported her, and I know that they have faced significant challenges. It hasn't been an easy year for the Team and this has meant capacity for new initiatives has been constrained. I am delighted that we are able to announce that we have appointed Susan Martin to be our next CEO and I look forward to introducing her to you at the conference.

Susan will lead a strategic review that will enable us to map out the first part of our next 30 years. This will include how we adapt to the new ways of working in education as well as the expansion of different roles that support learning technology in all its forms. We will do that by continuing to assert and live our values and by remaining relevant to our members and community.

Professor Helen O'Sullivan
Chair



Financial review and Honorary Treasurer’s report



The financial year ended 31 January 2024 has been a challenging year financially as evidenced by the overall net deficit of £10,410. Encouragingly, ALT did increase income by around 10%, primarily driven by an increase in event income. However, this was more than offset by rising costs, particularly in relation to the cost of running events. ALT are actively undertaking initiatives to respond to these cost challenges, and this will be a key priority in the next year. In addition, ALT are also actively looking at ways to grow and diversify income going forward.

In line with previous years, the Trustees commissioned an Independent Examination of the financial statements rather than a full audit. A full audit is not required due to ALT remaining below the threshold for this and the trustees will continue to review this position on an annual basis.

I would like to finish by thanking all the ALT team for their ongoing dedication through a challenging year and for their support in identifying and actioning initiatives to ensure ALTs future financial viability.



Dr Shonagh Douglas
Honorary Treasurer

The Trustees

The Trustees who served the charity during this financial year were as follows:

1. Peter Bryant (from September 2017)
2. Shonagh Douglas (from June 2021, Honorary Treasurer)
3. Sharon Flynn (from September 2019)
4. David Hopkins (from September 2022)
5. Natalie Lafferty (from September 2019)
6. Helen O'Sullivan (from June 2020, Chair)
7. Keith Smyth (from September 2019, Vice-Chair)
8. David White (from June 2020, President)
9. Puiyin Wong (from September 2022)

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus/deficit of the charity for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 charity will continue to operate.

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 Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditors

A resolution to re-appoint David Cadwallader & Co Limited as auditor for the ensuing year was proposed and agreed at the AGM in 2023 with a view to review the appointment. Subsequently, David Cadwallader & Co Limited were appointed as independent examiners by Trustees in 2023.

Approved by and signed on behalf of the Trustees:



Shonagh Douglas (Honorary Treasurer) Date: 21/08/24

Independent Examiner's Report to the Trustees of the Association for Learning Technology

For the year ended 31 January 2024

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER
The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) or under Regulation 10(1)(a) to (c) of the Charities Accounts (Scotland) Regulations 2006 (the 2006 Regulations) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011 and under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT
My examination was carried out in accordance with the general Directions given by the Charity Commission and is in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT
In the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and section 44(1)(b) of the 2005 Act and Regulation 8 of the 2006 Accounts Regulations

have not been met; or

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

Nicola Jane Cadwallader

……

Nicola Jane Cadwallader FCCA
For and on Behalf of
David Cadwallader & Co Limited
Independent examiner
Chartered Certified Accountants
Suite 3 Bignell Park Barns
Chesterton
Bicester
Oxon
OX26 1TD

Dated: 21/08/24

Statement of financial activities including income and expenditure account

For the year ended 31 January 2024

	Notes	Unrestricted Funds	Restricted Funds	Total 2024	Total Unrestricted 2023
Income from		**£**	**£**	**£**	£
Donations	**2**	**150,405**	**-**	**150,405**	157,115
Investments	**3**	**1,458**	**-**	**1,458**	219
Charitable activities	**4**	**350,778**	**-**	**350,778**	302,502
Total income		**502,641**	**-**	**502,641**	459,836
Expenditure on					
Charitable activities	**5-7**	**513,051**	**-**	**513,051**	463,649
Total expenditure		**513,051**	**-**	**513,051**	463,649
Net income/(expenditure)	**8**	**(10,410)**	**-**	**(10,410)**	(3,813)
Fund balances at 1 February 2023		**139,725**	**-**	**139,725**	143,538
Fund balances at 31 January 2024		**129,315**	**-**	**129,315**	139,725

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance Sheet

For the year ended 31 January 2024

	Notes	£	2024 £	£	2023 £
Fixed Assets					
Tangible Assets	**11**		**5,639**		4,789
Current Assets					
Debtors	**12**	**102,579**		43,596	
Cash at bank and in hand		**123,317**		123,916	
		225,896		167,512	
Creditors: amounts falling due within one year	**13**	**102,220**		32,576	
Net current assets			**123,676**		134,936
Total assets less current liabilities			**129,315**		139,725
Funds					
Restricted Funds			**-**		-
Unrestricted Funds	**15-16**		**129,315**		139,725
			129,315		139,725

The accounts were approved by the members of the committee on 21/08/24
and are signed on their behalf by:



Helen O'Sullivan, Chair

Statement of Cash Flows

For the year ended 31 January 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	**19**	**(262)**	12,818
Cash flows from investing activities:			
Dividends, interest and rents from investments		**1,458**	219
Purchase of property, plant and equipment		**(1,795)**	(1,643)
Net cash provided by/(used in) investing activities		**(337)**	(1,424)
Net cash provided by/(used in) financing activities		**-**	**-**
Change in cash and cash equivalents in the reporting period		**(599)**	11,394
Cash and cash equivalents at the beginning of the reporting period		**123,916**	112,522
Cash and cash equivalents at the end of the reporting period	**20**	**123,317**	123,916

Notes to the accounts

For the year ended 31 January 2024

1 Accounting policies

General Information and Basis of Accounting

Association for Learning Technology is a Charitable Incorporated Organisation registered in England and Wales. In the event of the charity being wound up, the members have no liability to contribute to the assets of the charity and no personal responsibility for settling its debts and liabilities. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are given on page 3-4 of these financial statements.

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)) and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Association for Learning Technology 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 note(s).

Going concern

The accounts have been prepared on a going concern basis, as in the opinion of the Trustees, the charity will continue in operation for the foreseeable future.

Key sources of estimation uncertainty

The most significant areas of adjustments and key assumptions that affect items in the accounts relate to income recognition.

Income

All income is included on the Statement of Financial Activities when the charity has entitlement to the funds, any performance attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.

Income, excluding membership fees, is recognised when the above criteria are met as a restricted fund should the donor require such income to be used for a specified purpose. Membership fees are recognised from the date of invoicing unless otherwise specified.
Investment income is recognised in the period in which the charity is entitled to receive such income.

Expenditure

Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Support Costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with use of the resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer Equipment	33 1/3% straight line
Software	33 1/3% straight line

Pensions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

Debtors

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

Cash at bank and in hand

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

Creditors and provisions

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

Financial Instruments

The Charity has only 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 Income from Donations

	Unrestricted Funds	Total 2024	Total Unrestricted 2023
	£	£	£
Membership fees	**121,202**	**121,202**	126,300
Other Donations	**-**	**-**	-
CMALT registration fees	**29,203**	**29,203**	30,815
	150,405	**150,405**	157,115

3 Investment Income

	Unrestricted Funds	Total 2024	Total Unrestricted 2023
	£	£	£
Interest receivable	**1,458**	**1,458**	219

4 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2024	Total Unrestricted 2023
	£	£	£	£
Annual Conference	**213,832**	**-**	**213,832**	170,714
Publications	**124**	**-**	**124**	134
Commissions from ALT Shop	**-**	**-**	**-**	39
Events, except Annual conference	**35,031**	**-**	**35,031**	22,155
Projects	**101,791**	**-**	**101,791**	109,460
Grants	**-**	**-**	**-**	-
	350,778	**-**	**350,778**	302,502

5 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total 2024	Total Unrestricted 2023
	£	£	£	£
Membership	**90,319**	**-**	**90,319**	103,597
CMALT	**38,908**	**-**	**38,908**	41,342
Annual Conference and events	**237,676**	**-**	**237,676**	176,788
Operations	**44,145**	**-**	**44,145**	43,263
Projects	**96,332**	**-**	**96,332**	90,626
Governance	**5,671**	**-**	**5,671**	8,033
	513,051	**-**	**513,051**	463,649

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6 Expenditure on Charitable Activities by Activity Type

	Direct costs 2024	Allocated Support & Governance costs 2024	Total 2024	Total Unrestricted 2023
	£	£	£	£
Membership	**19,216**	**71,103**	**90,319**	103,597
CMALT	**4,419**	**34,489**	**38,908**	41,342
Annual Conference and events	**1,486**	**236,190**	**237,676**	176,788
Operations	**28,169**	**15,976**	**44,145**	43,263
Projects	**57,626**	**38,706**	**96,332**	90,626
Governance	**-**	**5,671**	**5,671**	8,033
	110,916	**402,135**	**513,051**	463,649

7 Analysis of support and Governance Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the key charitable activities undertaken (see note 6) in the year based on time spent. Refer to the table on the next page for the analysis of support and governance costs. All costs are unrestricted.

	Governance costs 2024	**Support costs 2024**	**Total Unrestricted 2024**	Total Unrestricted 2023
	£	**£**	**£**	£
Salaries and wages	**-**	**186,948**	**186,948**	186,745
Employer's NI	**-**	**13,893**	**13,893**	15,671
Staff pension contributions	**-**	**25,718**	**25,718**	24,844
Other staff costs	**-**	**-**	**-**	-
Professional and consultancy fees	**-**	**-**	**-**	-
Travelling and subsistence	**337**	**9,865**	**10,202**	5,872
Printing, stationery and advertising	**12**	**7,689**	**7,701**	4,500
Insurance	**462**	**1,262**	**1,724**	1,647
Subscriptions	**-**	**424**	**424**	450
Web, database and computer support	**-**	**13,742**	**13,742**	18,345
Bank and credit card charges	**-**	**6**	**6**	-
Depreciation	**-**	**-**	**-**	-
Bad debts written off/(recovered)	**-**	**360**	**360**	-
Miscellaneous expenses	**-**	**-**	**-**	6,361
Accommodation, hospitality, venue hire	**-**	**136,557**	**136,557**	79,131
Election Expenditure	**-**	**-**	**-**	1,116
Phones and audio-conferencing	**-**	**-**	**-**	-
Accountancy (including Independent Examiners fees)	**4,020**	**-**	**4,020**	5,574
Legal and professional	**840**	**-**	**840**	900
Equipment Hire and purchase	**-**	**-**	**-**	2,664
	5,671	**396,464**	**402,135**	353,820

8 Net income/(expenditure) for the Year

This is stated after charging:

	2024	2023
	£	£
Staff pension contributions	**28,756**	24,844
Depreciation	**945**	1,119
Auditor Remuneration Audit / Independent Examiners fees	**4,020**	6,000
Auditor Remuneration / Independent Examiner – other	**150**	350

9 Employees

Number of Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Number of Administrative Staff	**2**	2
Number of Management Staff	**5**	5
	7	7

Employment costs	**2024**	2023
	£	£
Wages and salaries	**216,663**	225,876
Social security costs	**16,131**	17,683
Other pension costs	**28,756**	24,844
	261,550	268,403

No employee received a pro-rata remuneration of more than £60,000 during the year (2023 – Nil)

10 Trustees

No trustee received any remuneration in the year (2023: £Nil).

£380.20 Expenses were paid to 12 Trustees in the year (2023: £603.08)

11 Tangible Fixed Assets

	Software	Computer equipment	Total
	£	£	£
Cost			
At 1 February 2023	2,694	60,120	62,814
Additions	226	1,569	1,795
As at 31 January 2024	**2,920**	**61,689**	**64,609**
Depreciation			
At 1 February 2023	2,125	55,900	58,025
Charge for the year	228	717	945
As at 31 January 2024	**2,353**	**56,617**	**58,970**
Net book value at 31 January 2024	**567**	**5,072**	**5,639**
As at 31 January 2023	**569**	**4,220**	**4,789**

12 Debtors

	2024	2023
	£	£
Trade Debtors	**41,200**	7,240
Other Debtors	**59,640**	29,820
Prepayments and Accrued Income	**1,739**	6,536
	102,579	43,596

Other debtors relate to project work completed during the financial year received in arrears.

13 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	**34,767**	14,461
Accruals and deferred income	**66,678**	10,992
Tax and Social Security	**20**	4,963
Other Creditors	**755**	2,160
	102,220	32,576

Deferred income relates to project work, CMALT registration and delegate fees received in advance.

14 Pensions

The pension cost of £28,756 represents contributions by the Charity into a defined contribution scheme (2023: £24,844).

15 Fund Transfers

£NIL (2023: £NIL) of excess restricted reserves was transferred to unrestricted funds after each project.

16 Unrestricted Funds

		Movement in Funds			
	Combined Balance at 01 February 2023	Incoming Resources	Outgoing Resources	Transfers	Balance at 31 January 2024
	£	£	£	£	£
Designated reserve fund	90,000	-	-	-	**90,000**
General Funds	49,725	502,641	(513,051)	-	**39,315**
	139,725	502,641	(513,051)	-	**129,315**

Designated reserve fund: these funds are held as a reserve to cover three months of ALT's operating costs in case of loss of charitable income of which £2,784 (2023: £2,784) designated funds are held in reserve for the ELESIG group.

17 Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted funds	Total
	£	£	£
Fund balances at 31 January 2024 are represented by:			
Tangible Fixed Assets	5,639	-	**5,639**
Current Assets	225,896	-	**225,986**
Creditors: Amounts falling due within one year	(102,220)	-	**(102,220)**
	129,315	-	**129,315**

18 Related Party Transactions

There have been no transactions with related parties during the period that require disclosure other than those stated in note 10.

19 Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

	2024	2023
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	**(10,410)**	(3,813)
Adjustments for:		
Depreciation charges	**945**	1,119
Loss on disposal of fixed assets	**-**	-
Dividends, interest and rents from investments	**(1,458)**	(219)
(Increase)/decrease in debtors	**(58,983)**	(1,512)
Increase/(decrease) in creditors	**69,644**	17,243
Net Cash Flow from Operating Activities	**(262)**	12,818

20 Analysis of cash and cash equivalents

	2024	2023
	£	£
Cash in Hand	**123,317**	123,916

21 Analysis of changes in net debt

	At start of Year £	Cash-flows £	At end of year £
Cash	123,916	(599)	**123,317**
	123,916	(599)	**123.317**

Appendix

Structure, governance and management

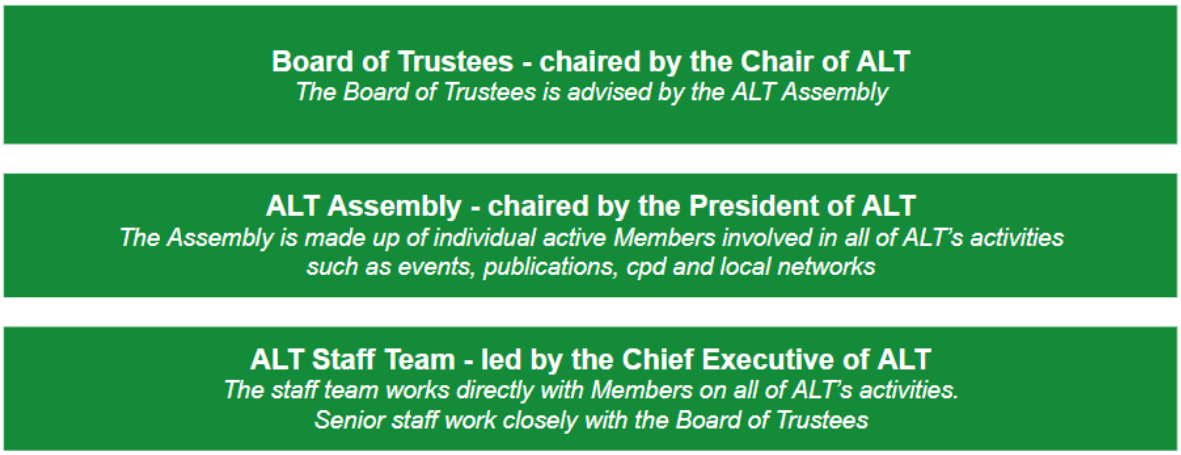
Constitution

ALT's constitution is our governing document (equivalent to the articles of governance for a college or company). The constitution was adopted and approved by the Charity Commission in 2015 when ALT was established as a Charitable Incorporated Organisation. The updated version was approved by members at the ALT AGM on 12 September 2018 and came into effect from 5 September 2019.

You can find out more and access previous versions of the constitutions via this page.

Organisation

ALT is a charitable incorporated organisation. We are registered charity number 1160039 and we are governed in accordance with our constitution by a group of elected and appointed Trustees. Under our constitution the trustees are known collectively as the Board of Trustees, which meets approximately quarterly.



The Trustees set ALT's direction, and are responsible for ALT's strategy, and for the overall performance of the association. A sub-committee of the Board of Trustees known as the General Purposes Committee, holds online meetings monthly.

Each year, following our AGM, we report to the Charity Commission on our activities and submit our audited accounts.

An important principle in ALT is that all committee memberships are time-limited. The maximum period of membership of any committee is generally six years, and most memberships have to be renewed after three years. Thus there is always turnover in committee memberships, and there is a steady supply of vacancies, so that there are regular opportunities for new people to get involved in the work of ALT.

1. The general duties as the Trustee of a charity like ALT are to:
    - ensure that the organisation complies with its governing documents, charity and company law and other relevant legislation or regulations;
    - ensure that the organisation pursues its objects as defined in its governing document;
    - ensure that the organisation applies its resources exclusively in pursuance of its objects;
    - give firm strategic direction to the organisation; setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
    - safeguard the good name and ethos of the organisation;
    - ensure the effective and efficient administration of the organisation;
    - appoint the chief executive officer and monitor his/her performance.

2. Specific activities of Trustees in ALT include:
    - attending meetings of the Board of Trustees (normally three per year);
    - participating in policy discussions and the production of consultation responses;
    - contributing to the drafting and monitoring of the three year ALT strategy;
    - chairing sub-committees of ALT or task groups which are set up from time to time.
    - helping to promote the Association's aims and values.
      In addition, the following roles have specific responsibilities:
    - Vice-Chair: the Vice-Chair provides support to the Chair of ALT, representing ALT at events across sectors and the ALT Assembly.
    - Chair: the Chair chairs meetings of the Board of Trustees and works closely with senior staff, providing strategic input to ALT's strategy and development. The Chair represents ALT across sectors, including working with policy makers. The Chief Executive reports directly to the Chair of ALT.
    - Honorary Treasurer: the Honorary Treasurer works with the Chief Executive and ALT's independent auditors on the Annual Accounts and financial reporting to the Board of Trustees.
    - President: the President usually chairs the AGM, the judging panel for the Learning Technologist of the Year Awards and provides input to ALT's work with policy makers. The President of ALT also chairs formal meetings of the ALT Assembly.

3. Nominees for Trustee Positions should be aware of the following points:
    - Trustees in ALT personally hold limited legal and financial responsibilities on behalf of the charitable incorporated organisation (CIO).
    - Trustees are governed by English Law as it relates to Charity Trustees and work in line with the Charity Commission Guidelines (see http://www.charity-commission.gov.uk/)
    - ALT's permanent staff employed by ALT as a CIO and the Chief Executive reports to the Board of Trustees.
    - ALT provides indemnity insurance for its Trustees, in keeping with good practice for the management of charities.

Delegation of day-to-day management

Management of the Charity is delegated via the Chief Executive to the staff team, with all established staff, including the Chief Executive employed directly by ALT.

The functions of the staff team include:

- supporting the work of ALT's committees;
- managing the finances and the operations of the Association;
- managing membership recruitment and renewals;
- running ALT meetings and events, including the Association's annual international academic conference for learning technologists;
- promoting and representing the Association;
- producing ALT publications;
- managing ALT's Certified Membership Scheme.

Risk management

The Trustees have examined the major strategic and operational risks, which the charity is exposed to and confirm that systems have been established to enable regular reports to be produced in order that the necessary steps can be taken to mitigate such risks.

Membership



ASSOCIATION FOR LEARNING TECHNOLOGY

England & Wales - Charity number 1160039

Accounts

Annual Report

Financial Year 1 February 2022 to 31 January 2023



The Trustees present their report and the financial statements of the charity for the year ended 31 January 2023, for the approval of the ALT Annual General Meeting 2023, held on 6 September 2023 during ALT's Annual Conference at the University of Warwick, Warwick, UK.

This Annual Report covers ALT's February 2022 to January 2023 financial year and is presented for approval by members at ALT's AGM 2023 and therefore we include some developments over the first quarter of the current financial year as well as the financial year to which the report's financial statements relate.

Reference and administrative details

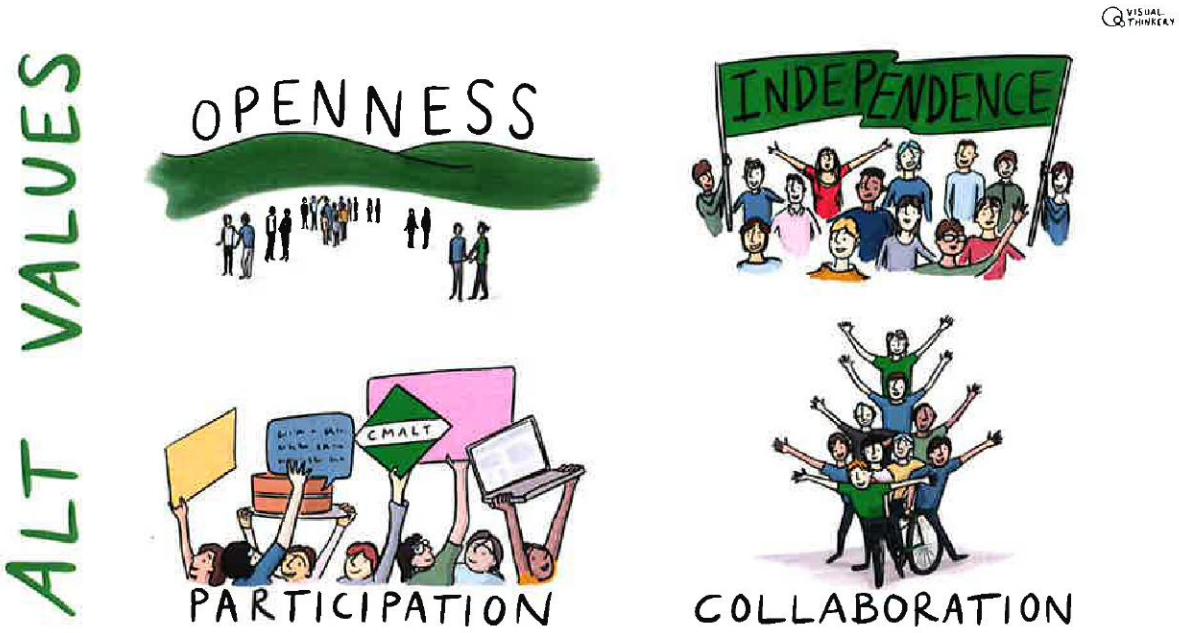
Registered charity name	Association for Learning Technology (ALT)
Charity registration number	1160039
Principal address	3 Bignell Park Barns, Chesterton, Oxon, OX26 1TD
Auditor	David Cadwallader & Co.
Banker	HSBC, 65 Cornmarket Street, Oxford OX1 3HY, UK

Public benefit and our aims & activities

Public benefit statement

We are the leading professional body for Learning Technology in the UK. We support a collaborative community for individuals and organisations from all sectors including Further and Higher Education and industry and provide professional recognition and development. Membership is open to *all* with a professional interest in using digital technologies for learning, teaching and assessment.

Our overall charitable objective is "to advance education through increasing, exploring and disseminating knowledge in the field of Learning Technology for the benefit of the general public". Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.



ALT Values from the Strategy 2020-2025

We work across the UK and internationally to increase the positive impact of Learning Technology in education and training for public benefit.

Our aims are to:

- Increase access to Learning Technology expertise and professional development.
- Strengthen professional recognition for and representation of all Learning Technology roles across the communities we support.
- Provide pathways to accreditation for general practitioners, advanced professionals and leaders through our professional and ethical competencies framework.

Core activities

Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.

Aim 1: Strengthen professional recognition	Aim 2: Enhance professionalism and accreditation	Aim 3: Increase impact for public benefit
Annual Conference	Online Winter Conference	OER Conference
Learning Technologist and Research Project of the Year Awards	Recognition for CPD activities and peer review	Publications including Research in Learning Technology and the #altc blog
Annual Survey and Member consultations	CMALT accreditation framework incl. Senior and Associate CMALT	ALT Open Access Repository
National Network of Members Groups	Mapping the CMALT accreditation framework to other national frameworks	Special Interest Groups that are open to all
Strategic partnerships and collaboration in the UK and internationally	Members Assembly	Policy responses and briefings for policy makers
Advocacy and representing Members at a national scale	Members News Digest and Discussion List	Dissemination of research findings and projects
	Regular webinar series	

What we value

Our values are inspired by our commitment to best represent and support our Members.

We value openness

We provide an exemplar for how open practice can benefit an organisation and its members. Openness helps us influence policy makers, increase the impact of research for public benefit, build a shared vision for the future of professionalisation in Learning Technology and grow our community of Members.

We value being independent

We are a trusted, independent voice representing the interests of our Membership. We do not receive any core funding from central agencies. Being independent from government and industry enables us to better represent Members and offer a critical perspective to influence policy development. The Board of Trustees oversees the use of our resources to

respond directly to the priorities of our Members in a way that is efficient, transparent and fair.

We value collaboration

We support our Members to collaborate, communicate and coordinate their practice and work, both within our national network of Members Groups and beyond. We encourage Members to learn from colleagues from different backgrounds and roles. To support these activities, ALT has a small, distributed staff team, who support and manage all aspects of ALT's operations and report to the Board of Trustees.

We value participation

We encourage Members to take an active part in our governance, volunteer as Editors of publications, help organise events, and work together in Member Groups and the Members Assembly. Members directly shape what we do and full Members elect Trustees and vote at the AGM. We provide professional recognition for peer reviewers and assessors.

How we define Learning Technology

We define Learning Technology as the broad range of communication, information and related technologies that are used to support learning, teaching and assessment. We recognise the wider context of Learning Technology policy, theory and history as fundamental to its ethical, equitable and fair use.

Future plans

As part of ALT's Strategy 2020-2025 we set out specific strategic objectives for each year, responding directly to Members' feedback and priorities identified through the Annual Survey.

The charity continues to make good progress in post-COVID recovery and the Board of Trustees continues to carefully review the ongoing risks caused by the pandemic and adjust strategic priorities accordingly:

As we celebrate our 30th Annual Conference in September 2023, we will continue to develop and diversify our activities and services so that we meet the needs of our growing community of stakeholders, including general digital practitioners, dedicated learning technology professionals and educational leaders across all education and training sectors.

Key activities include the first apprenticeship standard endorsed by ALT, piloting CMALT in-house accreditation and our newly launched hybrid events programme. We will also expand our partnership with Ufi - VocTech Trust for both strategic work and the specific AmplifyFE Project.

This is a year of transition for ALT as we welcome our new CEO at this year's Annual General Meeting.

Report from the Chair of ALT



This year saw ALT further consolidate our strong post pandemic performance with significant positive activity in membership, events and accreditation. ALT has a small permanent team and they have again worked really hard to deliver this position. In February we held an in-person Board meeting where we reviewed the strategy and set specific objectives, responding directly to Members feedback and priorities identified through the Annual Survey.

A personal highlight was moderating a Panel discussion that ALT presented at the THE Digital Universities Conference held in April at Leeds University. Entitled "Co-creation and engagement: How can we make the learning experience more open, inclusive and equitable?" It brought together leading experts from the ALT community and prompted an interesting discussion. ALT has been invited to contribute to a wide range of sectoral developments this year including the review of Advance HE's Professional Standards Framework, Jisc's Digital Transformation Framework and Policy Connect's Higher Education Commission on Blended Learning. In addition, we launched Digital Transformations, our latest programme with ITN Studios. There has been ongoing work on AmplifyFE Community Space and ALT's endorsement of the Digital Learning Design Apprenticeship has been a real highlight. This work and many other things that members, staff and Trustees do throughout the year contribute to ALT's growing influence in the sector and enable us to continue to fulfil our aim to support a collaborative community for individuals and organisations from all sectors including Further and Higher Education and industry and provide professional recognition and development.

This year we said a fond farewell to Trustees whose terms had ended - thank you to Bella Abrams and Lorna Campell. We welcomed two new Trustees David Hopkins and Puiyin Wong and I want to express my thanks to all of the Trustees for their work this year and for all that they do to support the ALT membership and community. This year has been a critical year in that we started the process of finding a new CEO for ALT after Maren Deepwell decided to move on after 11 fabulously successful years as the ALT helm. We will introduce the new CEO to the ALT community at the conference and the handover will take place at the AGM. There will be lots of opportunities (formal and informal) to thank Maren for her contribution to ALT during that time.

As well as marking this significant transition, we are looking forward to celebrating three decades since ALT was established at this year's conference. This year's conference theme, "Looking through the digital lens: 30 years of Leading People, Digital and Culture", will celebrate our 30th anniversary and the phenomenal changes in the sector over this time. With co-chairs Santanu Vasant and Laurie Phipps and a strong conference committee I know that we will be challenged, informed, supported and entertained. See you there!

Professor Helen O'Sullivan
Chair



Financial review and Honorary Treasurer's report



The financial year ended 31 January 2023 has had both successes and challenges. A positive sign was the significant increase in income during the year, with the welcome return of the successful in-person annual conference a key contributor to this. However, as with many charities and businesses, this year has brought some major challenges in terms of rising costs. Despite the increase in income, these rising costs resulted in a small deficit for the year of £3,813. Both the ALT team and the Trustees are aware this will continue to be a challenge going forward and action is being taken to ensure the financial sustainability of the trust, both in terms of income generation and cost control.

A full audit was undertaken for the year ended 31 January 2023. Whilst this is not required due to ALT being below the prescribed threshold, the Trustees agreed this should be undertaken on a semi-regular basis to provide assurance to members that the accounts agree with the underlying records, and that these records are correct. This will continue to be reviewed by the Trustees in future years.

Finally, I would like to once again express my thanks to the dedicated team at ALT who both ensure the smooth daily operation of the trust and who continue to react so positively to challenges as they arise.

Dr Shonagh Douglas
Honorary Treasurer

The Trustees

The Trustees who served the charity during this financial year were as follows:

1. Peter Bryant (from September 2017)
2. Elizabeth Charles (from September 2017, interim Vice-Chair from April 2019 until September 2019)
3. Shonagh Douglas (Honorary Treasurer from June 2021)
4. Sharon Flynn (from September 2019)
5. David Hopkins (from September 2022)
6. Natalie Lafferty (from September 2019)
7. Helen O'Sullivan(from June 2020, Chair)
8. Keith Smyth (from September 2019, Vice-Chair)
9. David White (from June 2020, President)
10. Puiyin Wong (from September 2022)

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.
In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 charity will continue to operate.

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 Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions

Auditor

A resolution to re-appoint David Cadwallader & Co as auditor for the ensuing year was proposed and agreed at the Annual General Meeting in 2020 with a view to review the appointment. Subsequently David Cadwallader & Co were re-appointed as auditors by Trustees in 2022.

Approved by and signed on behalf of the Trustees:



Shonagh Douglas (Honorary Treasurer) Date: 7/8/23

Independent Auditor's Report to the Trustees of the Association for Learning Technology

For the year ended 31 January 2023

Opinion

We have audited the accounts of Association for Learning Technology for the year ended 31 January 2023 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cashflows 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 charity's affairs as at 31 January 2023 and of its incoming resources and application of resources, 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 Charities Act 2011.

Basis of 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 charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC'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.

Other Matter

The financial statements of Association for Learning Technology for the year ended 31 January 2022 were not audited.

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 charity'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 other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. If, based on the 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of accounts which 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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:

We obtained an understanding of the legal and regulatory frameworks that are applicable to the entity and determined that the most significant are those that relate to the Charities SORP, Charities Act 2011 and data protection laws (including UK General Data Protection Regulation (GDPR)).

We assessed the risks of material misstatement in respect of fraud by

- Making enquiries of management and those charged with Governance
- Reviewing fraud risk factors within discussion of related party relationships and transactions

Based on the results of our risk assessment we designed our audit procedures to identify non-compliance with such laws and regulations identified above. The Charity's policies and procedures for compliance with those laws and regulations was obtained and discussed with management.

We corroborated our enquiries through review of board meeting minutes and reports and by conversation with those charged with Governance. No contradictory evidence was identified.

We considered the risk of fraud through management override and, in response, we incorporated testing of manual journal entries throughout the year into our audit approach. Based on the results of our risk assessment we designed our audit procedures to identify and to address material misstatements in relation to fraud including a review of the accounting policies adopted by the Charity particularly in relation to the recognition of income.

We identified the greatest risk of material impact on the financial statements from irregularity, including fraud, to be within the recognition of income and have considered the extent to which the audit was considered capable of detecting irregularities. The Charity's internal control procedures have been designed to mitigate against this risk. We designed procedures which included, but were not limited to, selecting a sample of income during the year, agreeing back to the supporting documentation and ensuring it had been recognised correctly and agreeing financial statement disclosures to underlying supporting documentation.

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 is available on the Financial Reporting Council's website at:
https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' 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 charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

David Cadwallader & Co Limited

David Cadwallader & Co Limited
Chartered Certified Accountants
Statutory Auditor
Suite 3 Bignell Park Barns
Chesterton
Bicester
Oxfordshire
OX26 1TD

Dated: 31 August 2023

David Cadwallader & Co Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

Statement of financial activities including income and expenditure account

For the year ended 31 January 2023

	Notes	Unrestricted Funds	Restricted Funds	Total 2023	Total Unrestricted 2022
Income from		**£**	**£**	**£**	£
Donations	**2**	**157,115**	-	**157,115**	175,993
Investments	**3**	**219**	-	**219**	9
Charitable activities	**4**	**302,502**	-	**302,502**	132,572
Total income		**459,836**	-	**459,836**	308,574
Expenditure on					
Charitable activities	**5-7**	**463,649**	-	**463,649**	297,984
Total expenditure		**463,649**	-	**463,649**	297,984
Net income/(expenditure)	**8**	**(3,813)**	-	**(3,813)**	10,590
Fund balances at 1 February 2022		**143,538**	-	**143,538**	132,948
Fund balances at 31 January 2023		**139,725**	-	**139,725**	143,538

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance Sheet

For the year ended 31 January 2023

	Notes	£	2023 £	£	2022 £
Fixed Assets					
Tangible Assets	11		4,789		4,265
Current Assets					
Debtors	12	43,596		42,084	
Cash at bank and in hand		123,916		112,522	
		167,512		154,606	
Creditors: amounts falling due within one year	13	32,576		15,333	
Net current assets			134,936		139,273
Total assets less current liabilities			139,725		143,538
Funds					
Restricted Funds	15		-		-
Unrestricted Funds	16		139,725		143,538
			139,725		143,538

The accounts were approved by the members of the committee on 7/8/23
and are signed on their behalf by:

Helen O'Sullivan
Chair

Statement of Cash Flows

For the year ended 31 January 2023

	Notes	2023	2022
		£	£
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	**19**	**12,818**	(8,232)
Cash flows from investing activities: Dividends, interest and rents from investments		**219**	9
Purchase of property, plant and equipment		**(1,643)**	(659)
Net cash provided by/(used in) investing activities		**(1,424)**	(650)
Net cash provided by/(used in) financing activities		**-**	-
Change in cash and cash equivalents in the reporting period		**11,394**	(8,882)
Cash and cash equivalents at the beginning of the reporting period		**112,522**	121,404
Cash and cash equivalents at the end of the reporting period	**20**	**123,916**	112,522

Notes to the accounts

For the year ended 31 January 2023

1 Accounting policies

General Information and Basis of Accounting

Association for Learning Technology is a Charitable Incorporated Organisation registered in England and Wales. In the event of the charity being wound up, the members have no liability to contribute to the assets of the charity and no personal responsibility for settling its debts and liabilities. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are given on page 3-4 of these financial statements.

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)) and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Association for Learning Technology 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 note(s).

Going concern

The accounts have been prepared on a going concern basis, as in the opinion of the Trustees, the charity will continue in operation for the foreseeable future.

Key sources of estimation uncertainty

The most significant areas of adjustments and key assumptions that affect items in the accounts relate to income recognition.

Income

All income is included on the Statement of Financial Activities when the charity has entitlement to the funds, any performance attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.

Income, excluding membership fees, is recognised when the above criteria are met as a restricted fund should the donor require such income to be used for a specified purpose. Membership fees are recognised from the date of invoicing unless otherwise specified.

Investment Income

Investment income is recognised in the period in which the charity is entitled to receive such income.

Expenditure

Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Support Costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with use of the resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer Equipment	33 1/3% straight line
Software	33 1/3% straight line

Pensions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

Debtors

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

Cash at bank and in hand

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

Creditors and provisions

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

Financial Instruments

The Charity has only 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 Income from Donations

	Unrestricted Funds	Total 2023	Total (Unrestricted) 2022
	£	£	£
Membership fees	126,300	126,300	135,787
Other Donations	-	-	1,650
CMALT registration fees	30,815	30,815	38,556
	157,115	157,115	175,993

3 Investment Income

	Unrestricted Funds	Total 2023	Total 2022 (unrestricted)
	£	£	£
Interest receivable	219	219	9

4 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2023	Total (Unrestricted) 2022
	£	£	£	£
Annual Conference	170,714	-	170,714	49,023
Publications	134	-	134	-
Commissions from ALT Shop	39	-	39	13
Events, except Annual Conference	22,155	-	22,155	33,036
Projects	109,460	-	109,460	50,000
Grants	-	-	-	500
	302,502	-	302,502	132,572

5 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total 2023	Total (unrestricted) 2022
	£	£	£	£
Membership	**103,597**	-	**103,597**	**105,511**
CMALT	**41,342**	-	**41,342**	**44,773**
Annual Conference and events	**176,788**	-	**176,788**	**100,710**
Operations	**43,263**	-	**43,263**	**18,333**
Projects	**90,626**	-	**90,626**	**24,910**
Governance	**8,033**	-	**8,033**	**3,747**
	463,649	-	**463,649**	**297,984**

6 Expenditure on Charitable Activities by Activity Type

	Direct costs	Allocated Support & Governance costs	Total	Total (Unrestricted)
	2023	2023	2023	2022
	£	£	£	£
Membership	**17,475**	**86,122**	**103,597**	105,511
CMALT	**4,857**	**36,485**	**41,342**	44,773
Annual Conference and events	**2,116**	**174,672**	**176,788**	100,710
Operations	**25,171**	**18,092**	**43,263**	18,333
Projects	**60,210**	**30,416**	**90,626**	24,910
Governance	-	**8,033**	**8,033**	3,747
	109,829	**353,820**	**463,649**	297,984

7 Analysis of support and Governance Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the key charitable activities undertaken (see note 6) in the year based on time spent. Refer to the table on the next page for the analysis of support and governance costs. All costs are unrestricted.

	Governance costs	**Support costs**	**Total (unrestricted)**	Total (unrestricted)
	2023	**2023**	**2023**	2022
	£	**£**	**£**	£
Salaries and wages	-	**186,745**	**186,745**	**169,737**
Employer's NI	-	**15,671**	**15,671**	**8,307**
Staff pension contributions	-	**24,844**	**24,844**	**17,297**
Other staff costs	-	-	-	**10,278**
Professional and consultancy Fees	-	-	-	-
Travelling and subsistence	-	**5,872**	**5,872**	**377**
Printing, stationery and advertising	-	**4,500**	**4,500**	**7,809**
Insurance	**443**	**1,204**	**1,647**	**1,257**
Subscriptions	-	**450**	**450**	**198**
Web, database and computer support	-	**18,345**	**18,345**	**17,775**
Bank and credit card charges	-	-	-	**4,212**
Depreciation	-	-	-	**999**
Bad debts written off/(recovered)	-	-	-	-
Miscellaneous expenses	-	**6,361**	**6,361**	-
Accommodation, hospitality, venue hire	-	**79,131**	**79,131**	**49**
Election Expenditure	**1,116**	-	**1,116**	-
Phones and audio-conferencing	-	-	-	**458**
Accountancy (including Independent Examiners fees)	**5,574**	-	**5,574**	**3,333**

Legal and professional	**900**	-	**900**	348
Equipment Hire and purchase	-	**2,664**	**2,664**	555
	8,033	**345,787**	**353,820**	242,989

8 Net income/(expenditure) for the Year

This is stated after charging:

	2023	2022
	£	£
Staff pension contributions	**24,844**	17,297
Depreciation	**1,119**	999
Auditor Remuneration / Independent Examiners fees	**6,000**	3,030
Auditor Remuneration / Independent Examiner – other	**350**	303

9 Employees

Number of Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
Number of Administrative Staff	**2**	2
Number of Management Staff	**5**	3
	7	5

Employment costs	**2023**	2022
	£	£
Wages and salaries	**225,876**	169,737
Social security costs	**17,683**	8,307
Other pension costs	**24,844**	17,297
	268,403	195,341

No employee received a pro-rata remuneration of more than £60,000 during the year (2022 - Nil).

10 Trustees

No trustee received any remuneration in the year (2022: £Nil).

Expenses reimbursed of £603.08 were paid to 12 Trustees in the year (2022: Nil)

11 Tangible Fixed Assets

	Software	Computer equipment	Total
	£	£	£
Cost			
At 1 February 2022	2,011	59,160	61,171
Additions	683	960	1,643
As at 31 January 2023	**2,694**	**60,120**	**62,814**
Depreciation			
At 1 February 2022	2,011	54,895	56,906
Charge for the year	114	1,005	1,119
As at 31 January 2023	**2,125**	**55,900**	**58,025**
Net book value			
As at 31 January 2023	**569**	**4,220**	**4,789**
As at 31 January 2022	**-**	**4,265**	**4,265**

12 Debtors

	2023	2022
	£	£
Trade Debtors	**37,060**	24,284
Other Debtors	**-**	-
Prepayments and Accrued Income	**6,536**	17,800
	43,596	42,084

13 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	**14,461**	**2,398**
Accruals and deferred income	**10,992**	**8,047**
Tax and Social Security	**4,963**	**2,538**
Other Creditors	**2,160**	**2,350**
	32,576	**15,333**

Deferred income relates to project work, CMALT registration and delegate fees received in advance.

14 Pensions

The pension cost of £24,844 represents contributions by the Charity into a defined contribution scheme (2022: £17,297).

15 Fund Transfers

£NIL (2022: £NIL) of excess restricted reserves was transferred to unrestricted funds after each project.

16 Unrestricted Funds

		Movement in Funds			
	Combined Balance at 1 February 2022	Incoming Resources	Outgoing Resources	Transfers	Balance at 31 January 2023
	£	£	£	£	£
Designated reserve fund	90,000	-	-	-	**90,000**
General Funds	53,538	459,836	(463,649)	-	**49,725**
	143,538	459,836	(463,649)	-	**139,725**

Designated reserve fund: these funds are held as a reserve to cover six months of ALT's operating costs in case of loss of charitable income of which £2,784 (2022: £2,784) designated funds are held in reserve for the ELESIG group.

17 Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fund balances at 31 January 2023 are represented by:			
Tangible Fixed Assets	**4,789**	**-**	4,789
Current Assets	**167,512**	**-**	167,512
Creditors: Amounts falling due within one year	**(32,576)**	**-**	(32,576)
	139,725	**-**	139,725

18 Related Party Transactions

There have been no transactions with related parties during the period that require disclosure.

19 Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

	2023	2022
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	**(3,813)**	10,590
Adjustments for:		
Depreciation charges	**1,119**	999
Loss on disposal of fixed assets	**-**	-
Dividends, interest and rents from investments	**(219)**	(9)
(Increase)/decrease in debtors	**(1,512)**	(11,101)
Increase/(decrease) in creditors	**17,243**	(8,711)
Net Cash Flow from Operating Activities	**12,818**	(8,232)

20 Analysis of cash and cash equivalents

	2023	2022
	£	£
Cash in Hand	**123,916**	112,522

21 Analysis of changes in net debt

	At start of Year £	Cash-flows £	At end of year £
Cash	112,522	11,394	**123,916**
	112,522	11,394	**123,916**

Appendix

Structure, governance and management

Constitution

ALT's constitution is our governing document (equivalent to the articles of governance for a college or company). The constitution was adopted and approved by the Charity Commission in 2015 when ALT was established as a Charitable Incorporated Organisation. The updated version was approved by Members at the ALT Annual General Meeting on 12 September 2018 and came into effect from 5 September 2019.

You can find out more and access previous versions of the constitutions via this page.

Organisation

ALT is a charitable incorporated organisation. We are registered charity number 1160039 and we are governed in accordance with our constitution by a group of elected and appointed Trustees.
Under our constitution the trustees are known collectively as the Board of Trustees, which meets approximately quarterly.

Board of Trustees - chaired by the Chair of ALT
The Board of Trustees is advised by the ALT Assembly

ALT Assembly - chaired by the President of ALT
The Assembly is made up of individual active Members involved in all of ALT's activities such as events, publications, cpd and local networks

ALT Staff Team - led by the Chief Executive of ALT
The staff team works directly with Members on all of ALT's activities. Senior staff work closely with the Board of Trustees

The Trustees set ALT's direction, and are responsible for ALT's strategy, and for the overall performance of the association. A sub-committee of the Board of Trustees known as the General Purposes Committee, holds online meetings monthly.

Each year, following our annual general meeting, we report to the Charity Commission on our activities and submit our audited accounts.

An important principle in ALT is that all committee memberships are time-limited. The maximum period of membership of any committee is generally six years, and most memberships have to be renewed after three years. Thus there is always turnover in committee memberships, and there is a steady supply of vacancies, so that there are regular opportunities for new people to get involved in the work of ALT.

1. The general duties as the Trustee of a charity like ALT are to:
    - ensure that the organisation complies with its governing documents, charity and company law and other relevant legislation or regulations;
    - ensure that the organisation pursues its objects as defined in its governing document;
    - ensure that the organisation applies its resources exclusively in pursuance of its objects;
    - give firm strategic direction to the organisation; setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
    - safeguard the good name and ethos of the organisation;
    - ensure the effective and efficient administration of the organisation;
    - appoint the chief executive officer and monitor his/her performance.

2. Specific activities of Trustees in ALT include:
    - attending meetings of the Board of Trustees (normally three per year);
    - participating in policy discussions and the production of consultation responses;
    - contributing to the drafting and monitoring of the three year ALT strategy;
    - chairing sub-committees of ALT or task groups which are set up from time to time.
    - helping to promote the Association's aims and values.
      In addition, the following roles have specific responsibilities:
    - Vice-Chair: the Vice-Chair provides support to the Chair of ALT, representing ALT at events across sectors and the ALT Assembly.
    - Chair: the Chair chairs meetings of the Board of Trustees and works closely with senior staff, providing strategic input to ALT's strategy and development. The Chair represents ALT across sectors, including working with policy makers. The Chief Executive reports directly to the Chair of ALT.
    - Honorary Treasurer: the Honorary Treasurer works with the Chief Executive and ALT's independent auditors on the Annual Accounts and financial reporting to the Board of Trustees.
    - President: the President usually chairs the AGM, the judging panel for the Learning Technologist of the Year Awards and provides input to ALT's work with policy makers. The President of ALT also chairs formal meetings of the ALT Assembly.

3. Nominees for Trustee Positions should be aware of the following points:
    - Trustees in ALT personally hold limited legal and financial responsibilities on behalf of the charitable incorporated organisation (CIO).

- Trustees are governed by English Law as it relates to Charity Trustees and work in line with the Charity Commission Guidelines (see http://www.charity-commission.gov.uk/)
- ALT's permanent staff employed by ALT as a CIO and the Chief Executive reports to the Board of Trustees.
- ALT provides indemnity insurance for its Trustees, in keeping with good practice for the management of charities.

Delegation of day-to-day management

Management of the Charity is delegated via the Chief Executive to the staff team, with all established staff, including the Chief Executive employed directly by ALT.

The functions of the staff team include:

- supporting the work of ALT's committees;
- managing the finances and the operations of the Association;
- managing membership recruitment and renewals;
- running ALT meetings and events, including the Association's annual international academic conference for learning technologists;
- promoting and representing the Association;
- producing ALT publications;
- managing ALT's Certified Membership Scheme.

Risk management

The Trustees have examined the major strategic and operational risks, which the charity is exposed to and confirm that systems have been established to enable regular reports to be produced in order that the necessary steps can be taken to mitigate such risks.

Membership.



ASSOCIATION FOR LEARNING TECHNOLOGY

England & Wales - Charity number 1160039

Accounts

Annual Report

Financial Year 1 February 2021 to 31 January 2022



The Trustees present their report and the financial statements of the charity for the year ended 31 January 2022, for the approval of the ALT Annual General Meeting 2022, held on 7 September 2022 during ALT's Annual Conference at the University of Manchester, Manchester, UK.

This Annual Report covers ALT's February 2021 to January 2022 financial year and is presented for approval by members at ALT's AGM 2022 and therefore we include some developments over the first quarter of the current financial year as well as the financial year to which the report's financial statements relate.

Reference and administrative details

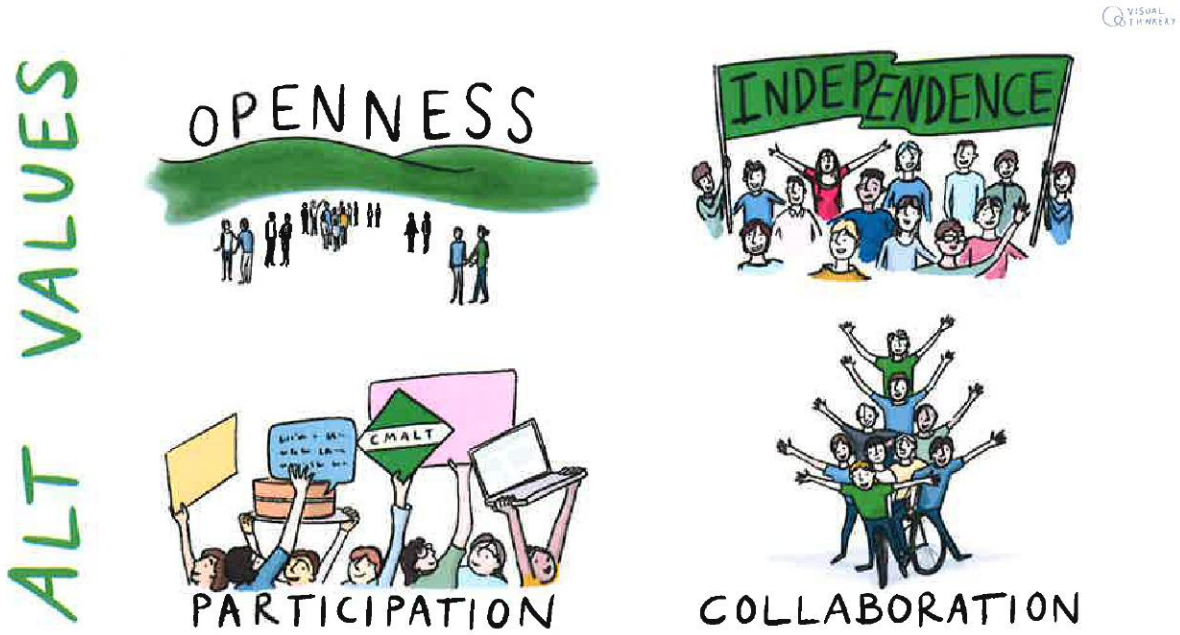
Registered charity name	Association for Learning Technology (ALT)
Charity registration number	1160039
Principal address	3 Bignell Park Barns, Chesterton, Oxon, OX26 1TD
Auditor	David Cadwallader & Co.
Banker	HSBC, 65 Cornmarket Street, Oxford OX1 3HY, UK

Public benefit and our aims & activities

Public benefit statement

We are the leading professional body for Learning Technology in the UK. We support a collaborative community for individuals and organisations from all sectors including Further and Higher Education and industry and provide professional recognition and development. Membership is open to *all* with a professional interest in using digital technologies for learning, teaching and assessment.

Our overall charitable objective is "to advance education through increasing, exploring and disseminating knowledge in the field of Learning Technology for the benefit of the general public". Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.



ALT Values from the Strategy 2020-2025

We work across the UK and internationally to increase the positive impact of Learning Technology in education and training for public benefit.

Our aims are to:

- Increase access to Learning Technology expertise and professional development.
- Strengthen professional recognition for and representation of all Learning Technology roles across the communities we support.
- Provide pathways to accreditation for general practitioners, advanced professionals and leaders through our professional and ethical competencies framework.

Core activities

Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.

Aim 1: Strengthen professional recognition	Aim 2: Enhance professionalism and accreditation	Aim 3: Increase impact for public benefit
Annual Conference	Online Winter Conference	OER Conference
Learning Technologist and Research Project of the Year Awards	Recognition for CPD activities and peer review	Publications including Research in Learning Technology and the #altc blog
Annual Survey and Member consultations	CMALT accreditation framework incl. Senior and Associate CMALT	ALT Open Access Repository
National Network of Members Groups	Mapping the CMALT accreditation framework to other national frameworks	Special Interest Groups that are open to all
Strategic partnerships and collaboration in the UK and internationally	Members Assembly	Policy responses and briefings for policy makers
Advocacy and representing Members at a national scale	Members News Digest and Discussion List	Dissemination of research findings and projects
	Regular webinar series	

What we value

Our values are inspired by our commitment to best represent and support our Members.

We value openness

We provide an exemplar for how open practice can benefit an organisation and its members. Openness helps us influence policy makers, increase the impact of research for public benefit, build a shared vision for the future of professionalisation in Learning Technology and grow our community of Members.

We value being independent

We are a trusted, independent voice representing the interests of our Membership. We do not receive any core funding from central agencies. Being independent from government and industry enables us to better represent Members and offer a critical perspective to

influence policy development. The Board of Trustees oversees the use of our resources to respond directly to the priorities of our Members in a way that is efficient, transparent and fair.

We value collaboration

We support our Members to collaborate, communicate and coordinate their practice and work, both within our national network of Members Groups and beyond. We encourage Members to learn from colleagues from different backgrounds and roles. To support these activities, ALT has a small, distributed staff team, who support and manage all aspects of ALT's operations and report to the Board of Trustees.

We value participation

We encourage Members to take an active part in our governance, volunteer as Editors of publications, help organise events, and work together in Member Groups and the Members Assembly. Members directly shape what we do and full Members elect Trustees and vote at the AGM. We provide professional recognition for peer reviewers and assessors.

How we define Learning Technology

We define Learning Technology as the broad range of communication, information and related technologies that are used to support learning, teaching and assessment. We recognise the wider context of Learning Technology policy, theory and history as fundamental to its ethical, equitable and fair use.

Future plans

As part of ALT's Strategy 2020-2025 we set out specific strategic objectives for each year, responding directly to Members' feedback and priorities identified through the Annual Survey.

Whilst the charity has moved beyond the immediate crisis response, the Board of Trustees continues to carefully review the ongoing risks caused by the pandemic and adjust strategic priorities accordingly:

Our aim for the next 18 months is to continue to move the charity from crisis management mode to thrive once again ahead of celebrating our 30th Annual Conference in September 2023. We will continue to develop and diversify our activities and services so that we meet the needs of our growing community of stakeholders, including general digital practitioners, dedicated learning technology professionals and educational leaders across all education and training sectors.

Key activities include a return to in person events during 2022, whilst continuing to deliver online activities. We will work closely with Members to develop ALT's Framework for Ethical Learning Technology and continue to disseminate research and practice.

Working in partnership with ITN Productions we plan to build on our successful project The Future of Learning, which brought our work to a wider audience and focus our collaboration on Digital Transformation in 2022. We will also expand our partnership with Ufi - VocTech Trust for both strategic work and the specific AmplifyFE Project.



As I write this, ALT's hybrid Open Education Conference, OER 22, has just finished. Chaired by the Global OER Graduate Network, the international programme focused on open textbooks, open educational resources and open practice. As ever, ALT is leading the way in reimaging how successful conferences operate as we learn to live with covid and learning to adapt and thrive has been a key theme this year.

We continue to develop and promote the Ethical Framework and alongside other Trustees, I had the pleasure of sharing the framework with the sector at a number of conferences and events recently, including THE Digital Universities Week and Ahead by Bett.

I am also really proud of the work that ALT has done with the Ufi VocTech Trust in launching the AmplifyFE Community Space. This is a partnership project which works to connect and amplify communities of practice for digital learning, teaching and assessment. It works across the whole Further Education and Training sector in its widest terms engaging with vocational educators and those who support them.

This year's survey results highlighted some of the accelerated changes that we are seeing in the profession. Student engagement continues to be the primary driver for use of Learning Technology, and this has remained constant for the past six years. The sector has seen a significant growth in investment in permanent as well as fixed term posts in learning technology and a growing demand for learning technologists who are in positions of leadership. There is a growing community of digital practitioners and a growing range of learning technology roles and we are adapting our CPD and professional recognition to serve this growing community.

ALT's CEO Maren Deepwell and the whole team have again thrived in another challenging year. Maren and I were thrilled to welcome Kerry Pinny as ALT's Chief Operating Officer and the whole, very small, team worked collaboratively across a whole range of activities to achieve financial stability after the disruptive impact of the pandemic. The Board of Trustees continue to embody ALT's values of openness, independence, participation and collaboration. We had a successful strategy meeting in February and I want to express my thanks to all of the Trustees for their work this year and for all that they do to support the ALT membership and community. I am looking forward to the Annual Conference in September as, in the spirit of ALT's values, the event will be chaired collaboratively by the Trustees of ALT. See you there!

Professor Helen O'Sullivan
Chair

Financial review and Honorary Treasurer's report



During the financial year ended 31 January 2022, ALT has taken several successful measures to improve financial stability whilst continuing to operate in a challenging environment where the legacy of COVID-19 is felt. Of particular note, was the return of the annual ALT conference, which was run online for the first time, and a reduction in staff costs by 19 %. These initiatives have contributed significantly to the overall final net surplus of £11k compared to a deficit of £91k in the year ended 31 January 2021. Achieving such a position in these circumstances, I believe is real testament to the strength of the ALT team in being proactive in adapting to their new operating environment.

Despite a return to profitability, it continued to be a challenging year financially. As we look at moving past the pandemic, challenges will remain into the next financial year and beyond. Whilst noting the success of the online conference, this unfortunately does not fully replace the income generation, from both attendee fees and sponsors, of the traditional conference. In addition, to grow and develop ALT to its full potential, re-investment will need to be made into the staffing contingent. Both of these will require careful financial management in order ensure ALT meets it full potential whilst also ensuring financial stability.

In line with last year, the Trustees commissioned an Independent Examination of the financial statements rather than a more rigorous full audit. A full audit is not required due to ALT being below the thresholds for this and it was agreed that considering this and ALT's strength of processes, a more strategic use of additional reviews will be made. This will continue to be reviewed by the Trustees in future years.

Finally, I would like to express my thanks to the ALT staff team for both their dedication to the day-to-day operations of running ALT and for their adaptability and resilience in responding to the continuing challenges over the last 12 months .

Dr Shonagh Douglas
Honorary Treasurer

The Trustees

The Trustees who served the charity during this financial year were as follows:

1. Shonagh Douglas (Honorary Treasurer from June 2021)
2. Lorna Campbell (from September 2016)
3. Bella Abrams (from February 2016)
4. Peter Bryant (from September 2017)
5. Elizabeth Charles (from September 2017, interim Vice-Chair from April 2019 until September 2019)
6. Sharon Flynn (from September 2019)
7. Natalie Lafferty (from September 2019)
8. Keith Smyth (from September 2019, Vice-Chair)
9. Helen O'Sullivan(from June 2020, Chair)
10. David White (from June 2020, President)

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.
In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 charity will continue to operate.

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 Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions

Auditor

A resolution to re-appoint David Cadwallader & Co as auditor for the ensuing year was proposed and agreed at the Annual General Meeting in 2020 with a view to review the appointment. Subsequently David Cadwallader & Co were re-appointed as auditors by Trustees in 2022.

Approved by and signed on behalf of the Trustees:

Shonagh Douglas

Shonagh Douglas (Honorary Treasurer) Date: 11/8/22

Independent Examiner's Report to the Trustees of the Association for Learning Technology

For the year ended 31 January 2022

I report to the trustees on my examination of the financial statements of The Association for Learning Technology ('the charity') for the year ended 31 January 2022.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Account and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination .

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.

N J Cadwallader FCCA for and on behalf of

David Cadwallader & Co Limited
Chartered Certified Accountants
Independent Examiner
Suite 3 Bignell Park Barns
Chesterton
Bicester
Oxfordshire
OX26 1TD

15 August 2022

Statement of financial activities including income and expenditure account

For the year ended 31 January 2022

	Notes	Unrestricted Funds	Restricted Funds	Total 2022	Total Unrestricted 2021
Income from		£	£	£	£
Donations	2	**175,993**	-	**175,993**	151,078
Investments	3	**9**	-	**9**	123
Charitable activities	4	**132,572**	-	**132,572**	87,963
Total income		**308,574**	-	**308,574**	239,164
Expenditure on					
Charitable activities	5-7	**297,984**	-	**297,984**	**330,334**
Total expenditure		**297,984**	-	**297,984**	**330,334**
Net income/(expenditure)	8	**10,590**		**10,590**	(91,170)
Fund balances at 1 February 2021		**132,948**	-	**132,948**	224,118
Fund balances at 31 January 2022		**143,538**	-	**143,538**	132,948

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance Sheet
For the year ended 31 January 2022

	Notes	£	2022 £	£	2021 £
Fixed Assets					
Tangible Assets	11		4,265		4,605
Current Assets					
Debtors	12	42,084		30,983	
Cash at bank and in hand		112,522		121,404	
		154,606		152,387	
Creditors: amounts falling due within one year	13	(15,333)		(24,044)	
Net current assets			139,273		128,343
Total assets less current liabilities			143,538		132,948
Funds					
Restricted Funds	15		-		-
Unrestricted Funds	16		143,538		132,948
			143,538		132,948

The accounts were approved by the members of the committee on 11/8/22
and are signed on their behalf by:

Helen O'Sullivan
Chair

Statement of Cash Flows

For the year ended 31 January 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	19	(8,232)	(89,144)
Cash flows from investing activities:			
Dividends, interest and rents from investments	9		123
Purchase of property, plant and equipment		(659)	(1,273)
Net cash provided by/(used in) investing activities		(650)	(1,150)
Net cash provided by/(used in) financing activities		-	-
Change in cash and cash equivalents in the reporting period		(8,882)	(90,294)
Cash and cash equivalents at the beginning of the reporting period		121,404	211,698
Cash and cash equivalents at the end of the reporting period	20	112,522	121,404

Notes to the accounts
For the year ended 31 January 2022

1 Accounting policies

General Information and Basis of Accounting

Association for Learning Technology is a Charitable Incorporated Organisation registered in England and Wales. In the event of the charity being wound up, the members have no liability to contribute to the assets of the charity and no personal responsibility for settling its debts and liabilities. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are given on page 3-4 of these financial statements.

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)) and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Association for Learning Technology 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 note(s).

Going concern

The accounts have been prepared on a going concern basis, as in the opinion of the Trustees, the charity will continue in operation for the foreseeable future.

Key sources of estimation uncertainty

The most significant areas of adjustments and key assumptions that affect items in the accounts relate to income recognition.

Income

All income is included on the Statement of Financial Activities when the charity has entitlement to the funds, any performance attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.

Income, excluding membership fees, is recognised when the above criteria are met as a restricted fund should the donor require such income to be used for a specified purpose. Membership fees are recognised from the date of invoicing unless otherwise specified.

Investment Income

Investment income is recognised in the period in which the charity is entitled to receive such income.

Expenditure

Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Support Costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with use of the resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer Equipment	33 1/3% straight line
Software	33 1/3% straight line

Pensions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

Debtors

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

Cash at bank and in hand

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

Creditors and provisions

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

Financial Instruments

The Charity has only 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 Income from Donations

	Unrestrictd Funds £	Total 2022 £	Total (Unrestricted) 2021 £
Membership fees	**135,787**	**135,787**	121,149
Other Donations	**1,650**	**1,650**	9,828
CMALT registration fees	**38,556**	**38,556**	20,101
	175,993	**175,993**	151,078

3 Investment Income

	Unrestricted Funds	Total 2022 £	Total 2021 (unrestricted) £
Interest receivable	**9**	**9**	123

4 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total (Unrestricted) 2021 £
Annual Conference	**49,023**	**-**	**49,023**	-
Publications	**-**	**-**	**-**	138
Commissions from ALT Shop	**13**	**-**	**13**	27
Events, except Annual Conference	**33,036**	**-**	**33,036**	42,535
Projects	**50,000**	**-**	**50,000**	45,263
Grants	**500**	**-**	**500**	-
	132,572	**-**	**132,572**	87,963

5 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total 2022	Total (unrestricted) 2021
	£	£	£	£
Membership	**105,511**	**-**	**105,511**	115,056
CMALT	**44,773**	**-**	**44,773**	28,725
Annual Conference and events	**100,710**	**-**	**100,710**	155,841
Operations	**18,333**	**-**	**18,333**	5,078
Projects	**24,910**	**-**	**24,910**	20,813
Governance	**3,747**	**-**	**3,747**	4,821
	297,984	**-**	**297,984**	330,334

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6 Expenditure on Charitable Activities by Activity Type

	Direct costs 2022	Allocated Support & Governance costs 2022	Total 2022	Total (Unrestricted) 2021
	£	£	£	£
Membership	**16,368**	**89,143**	**105,511**	115,056
CMALT	**975**	**43,798**	**44,773**	28,725
Annual Conference and events	**12,742**	**87,968**	**100,710**	155,841
Operations	**-**	**18,333**	**18,333**	5,078
Projects	**24,910**	**-**	**24,910**	20,813
Governance	**-**	**3,747**	**3,747**	4,821
	54,995	**242,989**	**297,984**	330,334

7 Analysis of support and Governance Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the key charitable activities undertaken (see note 6) in the year based on time spent. Refer to the table below for the analysis of support and governance costs. All costs are unrestricted.

	Governance costs	**Support costs**	**Total (unrestricted)**	Total (unrestricted)
	2022	**2022**	**2022**	2021
		£	**£**	£
Salaries and wages	-	**169,737**	**169,737**	203,455
Employer's NI	-	**8,307**	**8,307**	13,299
Staff pension contributions	-	**17,297**	**17,297**	22,963
Other staff costs	**200**	**10,078**	**10,278**	8,873
Travelling and subsistence	-	**377**	**377**	826
Printing, stationary and advertising	**14**	**7,795**	**7,809**	1,321
Insurance	**443**	**814**	**1,257**	1,182
Subscriptions	-	**198**	**198**	194
Web, database and computer support	-	**17,775**	**17,775**	11,946
Bank and credit card charges	-	**4,212**	**4,212**	2,026
Depreciation	-	**999**	**999**	1,017
Bad debts written off/(recovered)	-	-	-	(154)
Miscellaneous expenses	-	-	-	(75)
Accommodation, hospitality, venue hire	-	**49**	**49**	84
Phones and audio-conferencing	-	**458**	**458**	33

Accountancy (including Independent Examiners fees)	**3,030**	**303**	**3,333**	4,264
Legal and professional	**60**	**288**	**348**	-
Equipment Hire and purchase	**-**	**555**	**555**	534
	3,747	**239,242**	**242,989**	271,788

8 Net income/(expenditure) for the Year

This is stated after charging:

	2022	2021
	£	£
Staff pension contributions	**17,297**	22,963
Depreciation	**999**	1,017
Independent Examiners fees	**3,030**	2,220
Independent Examiner – other	**303**	384

9 Employees

Number of Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Number of Administrative Staff	**2**	2
Number of Management Staff	**3**	4
	5	6

Employment costs	**2022**	2021
	£	£
Wages and salaries	**169,737**	203,455
Social security costs	**8,307**	13,299
Other pension costs	**17,297**	22,963
	195,341	239,717

No employee received a pro-rata remuneration of more than £60,000 during the year (2021 - Nil).

10 Trustees

No trustee received any remuneration in the year (2021: £Nil).

Nil Expenses were paid to 12 Trustees in the year (2021: £88 paid to 12 Trustees)

11 Tangible Fixed Assets

	Software	Computer equipment	Total
	£	£	£
Cost			
At 1 February 2021	2,011	58,501	60,512
Additions	-	659	659
As at 31 January 2022	**2,011**	**59,160**	**61,171**
Depreciation			
At 1 February 2021	2,011	53,896	55,907
Charge for the year	-	999	999
As at 31 January 2022	**2,011**	**54,895**	**56,906**
Net book value			
As at 31 January 2022	**-**	**4,265**	**4,265**
As at 31 January 2021	**-**	**4,605**	**4,605**

12 Debtors

	2022	2021
	£	£
Trade Debtors	**24,284**	16,214
Other Debtors	**-**	-
Prepayments and Accrued Income	**17,800**	14,769
	42,084	30,983

13 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	**2,398**	5,126
Accruals and deferred income	**8,047**	14,316
Tax and Social Security	**2,538**	3,282
Other Creditors	**2,350**	1,320
	15,333	24,044

Deferred income relates to project work and delegate fees received in advance.

14 Pensions

The pension cost of £17,297 represents contributions by the Charity into a defined contribution scheme (2021: £22,963).

15 Fund Transfers

£NIL (2021: £NIL) of excess restricted reserves was transferred to unrestricted funds after each project.

16 Unrestricted Funds

		Movement in Funds			
	Combined Balance at 1 February 2021	**Incoming Resources**	**Outgoing Resources**	**Transfers**	**Balance at 31 January 2022**
	£	**£**	**£**		**£**
Designated reserve fund	100,000	-	-	(10,000)	**90,000**
General Funds	32,948	308,574	(297,984)	10,000	**53,538**
	132,948	308,574	(297,984)	-	**143,538**

Designated reserve fund: these funds are held as a reserve to cover six months of ALT's operating costs in case of loss of charitable income of which £2,784 (2021: £2,784) designated funds are held in reserve for the ELESIG group.

17 Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fund balances at 31 January 2022 are represented by:			
Tangible Fixed Assets	4,265	-	4,265
Current Assets	154,606	-	154,606
Creditors: Amounts falling due within one year	(15,333)	-	(15,333)
	143,538	-	143,538

18 Related Party Transactions

There have been no transactions with related parties during the period that require disclosure.

19 Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

	2022	2021
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	10,590	(91,170)
Adjustments for:		
Depreciation charges	999	1,017
Loss on disposal of fixed assets	-	-
Dividends, interest and rents from investments	(9)	(123)
Interest Paid		
(Increase)/decrease in debtors	(11,101)	28,124
Increase/(decrease) in creditors	(8,711)	(26,992)
	(8,232)	(89,144)

20 Analysis of cash and cash equivalents

	2022	2021
	£	£
Cash in Hand	112,522	121,404

21 Analysis of changes in net debt

	At start of Year £	Cash-flows £	At end of year £
Cash	121,404	(8,882)	**112,522**
	121,404	(8,882)	**112,522**

Appendix

Structure, governance and management

Constitution

ALT's constitution is our governing document (equivalent to the articles of governance for a college or company). The constitution was adopted and approved by the Charity Commission in 2015 when ALT was established as a Charitable Incorporated Organisation. The updated version was approved by Members at the ALT Annual General Meeting on 12 September 2018 and came into effect from 5 September 2019.

You can find out more and access previous versions of the constitutions via this page.

Organisation

ALT is a charitable incorporated organisation. We are registered charity number 1160039 and we are governed in accordance with our constitution by a group of elected and appointed Trustees.
Under our constitution the trustees are known collectively as the Board of Trustees, which meets approximately quarterly.



The Trustees set ALT's direction, and are responsible for ALT's strategy, and for the overall performance of the association. A sub-committee of the Board of Trustees known as the

General Purposes Committee, holds online meetings monthly.

Each year, following our annual general meeting, we report to the Charity Commission on our activities and submit our audited accounts.

An important principle in ALT is that all committee memberships are time-limited. The maximum period of membership of any committee is generally six years, and most memberships have to be renewed after three years. Thus there is always turnover in committee memberships, and there is a steady supply of vacancies, so that there are regular opportunities for new people to get involved in the work of ALT.

1. The general duties as the Trustee of a charity like ALT are to:
   - ensure that the organisation complies with its governing documents, charity and company law and other relevant legislation or regulations;
   - ensure that the organisation pursues its objects as defined in its governing document;
   - ensure that the organisation applies its resources exclusively in pursuance of its objects;
   - give firm strategic direction to the organisation; setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
   - safeguard the good name and ethos of the organisation;
   - ensure the effective and efficient administration of the organisation;
   - appoint the chief executive officer and monitor his/her performance.

2. Specific activities of Trustees in ALT include:
   - attending meetings of the Board of Trustees (normally three per year);
   - participating in policy discussions and the production of consultation responses;
   - contributing to the drafting and monitoring of the three year ALT strategy;
   - chairing sub-committees of ALT or task groups which are set up from time to time.
   - helping to promote the Association's aims and values.
     In addition, the following roles have specific responsibilities:
   - Vice-Chair: the Vice-Chair provides support to the Chair of ALT, representing ALT at events across sectors and the ALT Assembly.
   - Chair: the Chair chairs meetings of the Board of Trustees and works closely with senior staff, providing strategic input to ALT's strategy and development. The Chair represents ALT across sectors, including working with policy makers. The Chief Executive reports directly to the Chair of ALT.
   - Honorary Treasurer: the Honorary Treasurer works with the Chief Executive and ALT's independent auditors on the Annual Accounts and financial reporting to the Board of Trustees.
   - President: the President usually chairs the AGM, the judging panel for the Learning Technologist of the Year Awards and provides input to ALT's work with policy makers. The President of ALT also chairs formal meetings of the ALT Assembly.

3. Nominees for Trustee Positions should be aware of the following points:
   - Trustees in ALT personally hold limited legal and financial responsibilities on behalf of the charitable incorporated organisation (CIO).

- Trustees are governed by English Law as it relates to Charity Trustees and work in line with the Charity Commission Guidelines (see http://www.charity-commission.gov.uk/)
- ALT's permanent staff employed by ALT as a CIO and the Chief Executive reports to the Board of Trustees.
- ALT provides indemnity insurance for its Trustees, in keeping with good practice for the management of charities.

Delegation of day-to-day management

Management of the Charity is delegated via the Chief Executive to the staff team, with all established staff, including the Chief Executive employed directly by ALT.

The functions of the staff team include:

- supporting the work of ALT's committees;
- managing the finances and the operations of the Association;
- managing membership recruitment and renewals;
- running ALT meetings and events, including the Association's annual international academic conference for learning technologists;
- promoting and representing the Association;
- producing ALT publications;
- managing ALT's Certified Membership Scheme.

Risk management

The Trustees have examined the major strategic and operational risks, which the charity is exposed to and confirm that systems have been established to enable regular reports to be produced in order that the necessary steps can be taken to mitigate such risks.

Membership

Individual and Organisational Members



ASSOCIATION FOR LEARNING TECHNOLOGY

England & Wales - Charity number 1160039

Accounts

ASSOCIATION FOR LEARNING TECHNOLOGY

ALT

Annual Report

Financial Year 1 February 2020 to 31 January 2021



The Trustees present their report and the financial statements of the charity for the year ended 31 January 2021, for the approval of the ALT Annual General Meeting 2021, held online at 10am (BST) on 15 June 2021, due to the continued impact of the COVID-19 pandemic. .

This Annual Report covers ALT's February 2020 to January 2021 financial year and is presented for approval by members at ALT's AGM 2021 and therefore we include some developments over the first quarter of the current financial year as well as the financial year to which the report's financial statements relate.

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Reference and administrative details

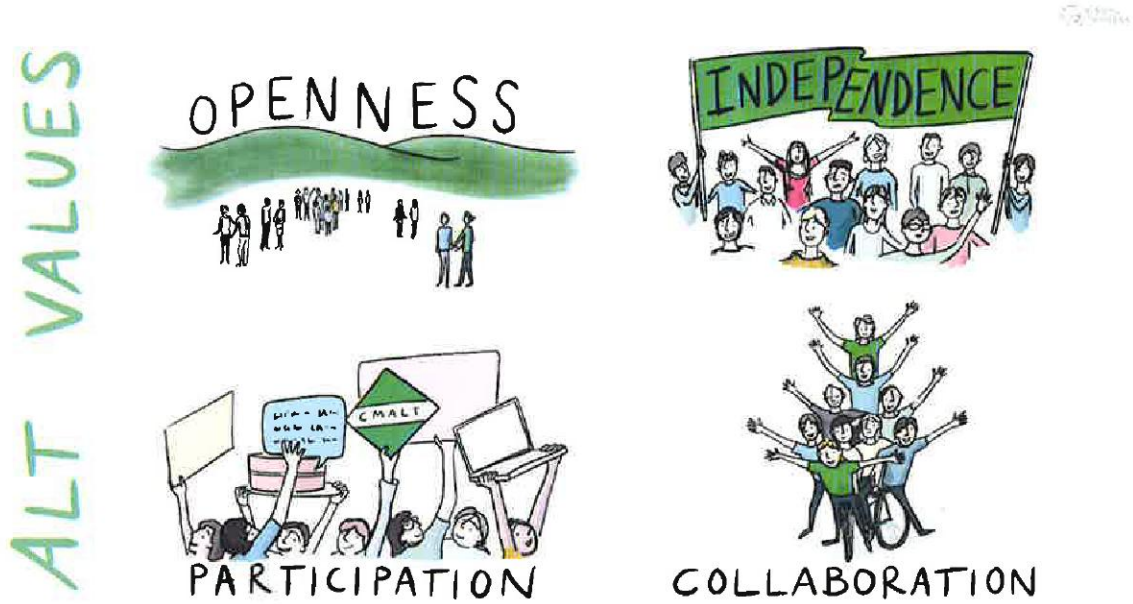
Registered charity name	Association for Learning Technology (ALT)
Charity registration number	1160039
Principal address	3 Bignell Park Barns, Chesterton, Oxon, OX26 1TD
Auditor	David Cadwallader & Co.
Banker	HSBC, 65 Cornmarket Street, Oxford OX1 3HY, UK

Public benefit and our aims & activities

Public benefit statement

We are the leading professional body for Learning Technology in the UK. We support a collaborative community for individuals and organisations from all sectors including Further and Higher Education and industry and provide professional recognition and development. Membership is open to *all* with a professional interest in using digital technologies for learning, teaching and assessment.

Our overall charitable objective is "to advance education through increasing, exploring and disseminating knowledge in the field of Learning Technology for the benefit of the general public". Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.



ALT Values from the Strategy 2020-2025

We work across the UK and internationally to increase the positive impact of Learning Technology in education and training for public benefit.

Our aims are to:

- Increase access to Learning Technology expertise and professional development.
- Strengthen professional recognition for and representation of all Learning Technology roles across the communities we support.
- Provide pathways to accreditation for general practitioners, advanced professionals and leaders through our professional and ethical competencies framework.

Core activities

Our core activities are focused on membership services that help us achieve our strategic aims and generate the majority of ALT's income as an independent charity.

Aim 1: Strengthen professional recognition	**Aim 2: Enhance professionalism and accreditation**	**Aim 3: Increase impact for public benefit**
Annual Conference	Online Winter Conference	OER Conference
Learning Technologist and Research Project of the Year Awards	Recognition for CPD activities and peer review	Publications including Research in Learning Technology and the #altc blog
Annual Survey and Member consultations	CMALT accreditation framework incl. Senior and Associate CMALT	ALT Open Access Repository
National Network of Members Groups	Mapping the CMALT accreditation framework to other national frameworks	Special Interest Groups that are open to all
Strategic partnerships and collaboration in the UK and internationally	Members Assembly	Policy responses and briefings for policy makers
Advocacy and representing Members at a national scale	Members News Digest and Discussion List	Dissemination of research findings and projects
	Regular webinar series	

What we value

Our values are inspired by our commitment to best represent and support our Members.

We value openness

We provide an exemplar for how open practice can benefit an organisation and its members. Openness helps us influence policy makers, increase the impact of research for public benefit, build a shared vision for the future of professionalisation in Learning Technology and grow our community of Members.

We value being independent

We are a trusted, independent voice representing the interests of our Membership. We do not receive any core funding from central agencies. Being independent from government and industry enables us to better represent Members and offer a critical perspective to influence policy development. The Board of Trustees oversees the use of our resources to respond directly to the priorities of our Members in a way that is efficient, transparent and fair.

We value collaboration

We support our Members to collaborate, communicate and coordinate their practice and work, both within our national network of Members Groups and beyond. We encourage Members to learn from colleagues from different backgrounds and roles. To support these activities, ALT has a small, distributed staff team, who support and manage all aspects of ALT's operations and report to the Board of Trustees.

We value participation

We encourage Members to take an active part in our governance, volunteer as Editors of publications, help organise events, and work together in Member Groups and the Members Assembly. Members directly shape what we do and full Members elect Trustees and vote at the AGM. We provide professional recognition for peer reviewers and assessors.

How we define Learning Technology

We define Learning Technology as the broad range of communication, information and related technologies that are used to support learning, teaching and assessment. We recognise the wider context of Learning Technology policy, theory and history as fundamental to its ethical, equitable and fair use.

Future plans

As part of ALT's Strategy 2020-2025 we set out specific strategic objectives for each year, responding directly to Members' feedback and priorities identified through the Annual Survey. As part of our ongoing crisis response, the Board of Trustees updated our strategy for 2021/22:

Our aim for the next 18 months is to move the charity from crisis management mode to thrive once again ahead of celebrating our 30th Annual Conference in September 2022.We will develop our activities and services so that we meet the needs of our growing community of stakeholders, including general digital practitioners, dedicated learning technology professionals and educational leaders across all education and training sectors.

Our financial aim for the next 18 months is to return the charity to generating a surplus. We will achieve this by increasing revenue gradually, whilst managing expenditure. We aim to only make a small loss in 2021 and return to generating a surplus in 2022, which can be used to replenish the reserves needed during the crisis in 2020.



Report from the Chair of ALT



My first year as Chair of the Board of Trustees has been one of the most extraordinary in living memory.

It has been a time of great upheaval for everyone involved in further and higher education but in most institutions, learning technologists have played a fundamental role in managing this upheaval and ensuring that students could continue to learn regardless of social distancing and lockdowns.

We are seeing increased prominence of learning technologists in all aspects of university life but especially in strategic leadership.

I am really proud of the way that ALT has supported this group as they supported and led organisational transformation. In particular, these activities included:

- Weekly support and CPD sessions as well as events, which have seen thousands of participants;
- Launch of the Open COVID for Education Pledge which has gathered hundreds of signatories;
- Balance between wellbeing and continuing vital services for members, with support for Members (Trustees & staff) who needed to take a step back;
- A 50% increase in Open Access research published.

There were difficult decisions this year; to cancel the Annual Conference and refund the OER Conference. These were correct decisions but it caused a significant change to ALT's business model. The Board of Trustees was a source of strength, wisdom and reassurance through these difficult times and I want to express my appreciation of individual members for their work this year and for giving me such a warm welcome to the Board.

ALT's CEO Maren Deepwell navigated these difficult waters with impressive fortitude, pragmatism and creativity and I am really pleased that the strength of governance and management means that we have come through the current crisis true to our values.

As part of the response to the crisis, the Board reviewed and updated the current strategy and we look forward to moving ALT from crisis mode to thriving in the new reality of the post-covid world. The role of learning technologist and ALT's role as their member organisation has never been more relevant and I look forward to the next year as we adapt and evolve.



Professor Helen O'Sullivan
Chair

Financial review and Honorary Treasurer's report



The financial year ending 31 January 2021 has of course been one of tremendous disruption for the world and for the education sector. ALT has been part of this and significantly affected by it.

From a financial perspective, the annual conference is the most significant source of revenue and its cancellation had major consequences. Everyone involved with ALT has worked very hard to respond to this, while at the same time continuing to support members and the sector at a time of great challenge.

ALT has continued to operate through a combination of reducing costs where possible, earning additional project income, developing a model for paid online conferences, restructuring, and use of reserves. During the year the Trustees authorised the release of £60k of £160k reserves, which had been built up in order to cushion ALT from the immediate effects of a financial shock such as the one which took place. This covers the financial results for this year, which show a deficit of just over £90k.

Going forward, we are expecting these changes to pay off and expect a small deficit in 2021/22. This represents a swift move to financial stability and reflects the willingness to take significant and sometimes difficult decisions, and the hard work that has gone into reshaping ALT for a new environment.

One of the decisions taken by the Trustees was to commission an Independent Examination of the financial statements rather than a more rigorous full audit. A charity of ALT's size is not required to hold an audit, but in previous years we have done so to gain extra assurance. In view of the strength of ALT's processes, and the need to reduce costs where possible, we believe it is appropriate to change this for the current year. This is a decision that will be reviewed by the Trustees in future years.

I have been Treasurer of ALT for nearly six years and as required by the constitution will now be stepping down. It has been a great privilege over this period to support the great work carried out by the staff, committee members and volunteers that give ALT the ability to have such an impact. I would like to extend my thanks to Maren and her team, and to all the other Trustees I have worked with for their dedication, professionalism and enthusiasm. I am delighted that Dr Shonagh Douglas will be taking over the role and would like to offer her my congratulations and best wishes.

Daniel Clark

Daniel Clark
Honorary Treasurer

The Trustees

The Trustees who served the charity during this financial year were as follows:

1. Daniel Clark (Honorary Treasurer from September 2015)
2. Lorna Campbell (from September 2016)
3. Bella Abrams (from February 2016)
4. Peter Bryant (from September 2017)
5. Elizabeth Charles (from September 2017, interim Vice-Chair from April 2019)
6. Sharon Flynn (from September 2019)
7. Natalie Lafferty (from September 2019)
8. Keith Smyth (from September 2019, Vice-Chair)
9. Helen O'Sullivan (from June 2020, Chair)
10. David White (from June 2020, President)

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.
In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 charity will continue to operate.

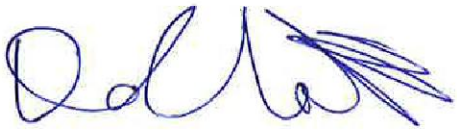
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions

Auditor

A resolution to re-appoint David Cadwallader & Co as auditor for the ensuing year was proposed and agreed at the Annual General Meeting in 2020 with a view to review the appointment. Subsequently David Cadwallader & Co were re-appointed as auditors by Trustees in 2020.

Approved by and signed on behalf of the Trustees:



Daniel Clark (Honorary Treasurer) Date: 4 June 2021

Independent Examiner's Report to the Trustees of the Association for Learning Technology

For the year ended 31 January 2021

I report to the trustees on my examination of the financial statements of The Association for Learning Technology ('the charity') for the year ended 31 January 2021.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Account and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination .

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.

N J Cadwallader FCCA for and on behalf of

David Cadwallader & Co Limited
Chartered Certified Accountants
Independent Examiner
Suite 3 Bignell Park Barns
Chesterton
Bicester
Oxfordshire
OX26 1TD

5 July 2021

Statement of financial activities including income and expenditure account

For the year ended 31 January 2021

	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total Unrestricted 2020
Income from		**£**	**£**	**£**	£
Donations	**2**	**151,078**	**-**	**151,078**	141,880
Investments	**3**	**123**	**-**	**123**	322
Charitable activities	**4**	**87,963**	**-**	**87,963**	312,037
Total income		**239,164**	**-**	**239,164**	454,239
Expenditure on					
Raising Funds	**5**	**-**	**-**	**-**	722
Charitable activities	**6-8**	**330,334**	**-**	**330,334**	456,812
Total expenditure		**330,334**	**-**	**330,334**	457,534
Net income/(expenditure)	**9**	**(91,170)**	**-**	**(91,170)**	(3,295)
Fund balances at 1 February 2020		**224,118**	**-**	**224,118**	227,413
Fund balances at 31 January 2021		**132,948**	**-**	**132,948**	224,118

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance Sheet

For the year ended 31 January 2021

	Notes	£	2021 £	£	2020 £
Fixed Assets					
Tangible Assets	**12**		**4,605**		4,349
Current Assets					
Debtors	**13**	**30,983**		59,107	
Cash at bank and in hand		**121,404**		211,698	
		152,387		270,805	
Creditors: amounts falling due within one year	14	**(24,044)**		(51,036)	
Net current assets			**128,343**		219,769
Total assets less current liabilities			**132,948**		224,118
Funds					
Restricted Funds	**16**		-		-
Unrestricted Funds	**17**		**132,948**		224,118
			132,948		224,118

The accounts were approved by the members of the committee on ...4 June 2021...
and are signed on their behalf by:

Helen O'Sullivan
Chair

Statement of Cash Flows

For the year ended 31 January 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	20	(89,144)	(54,759)
Cash flows from investing activities:			
Dividends, interest and rents from investments		123	322
Proceeds from the sale of property, plant and equipment		-	-
Purchase of property, plant and equipment		(1,273)	(357)
Proceeds from sale of investments		-	-
Purchase of investments		-	-
Net cash provided by/(used in) investing activities		(1,150)	(35)
Net cash provided by/(used in) financing activities		-	-
Change in cash and cash equivalents in the reporting period		(90,294)	(54,794)
Cash and cash equivalents at the beginning of the reporting period		211,698	266,492
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash and cash equivalents at the end of the reporting period	21	121,404	211,698

Notes to the accounts

For the year ended 31 January 2021

1 Accounting policies

General Information and Basis of Accounting

Association for Learning Technology is a Charitable Incorporated Organisation registered in England and Wales. In the event of the charity being wound up, the members have no liability to contribute to the assets of the charity and no personal responsibility for settling its debts and liabilities. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are given on page 3-4 of these financial statements.

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)) and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Association for Learning Technology 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 note(s).

Going concern

The accounts have been prepared on a going concern basis, as in the opinion of the Trustees, the charity will continue in operation for the foreseeable future. In making their assessment the Trustees have considered the effect of the COVID-19 pandemic on the Charity's operations and income for 2020-21 and have adjusted their operational and strategic plan accordingly.

Key sources of estimation uncertainty

The most significant areas of adjustments and key assumptions that affect items in the accounts relate to income recognition.

Income

All income is included on the Statement of Financial Activities when the charity has entitlement to the funds, any performance attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.
Income, excluding membership fees, is recognised on receipt and as a restricted fund should the donor require such income to be used for a specified purpose. Membership fees are recognised from the date of invoicing unless otherwise specified.

Investment Income

Investment income is recognised in the period in which the charity is entitled to receive such income.

Expenditure

Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Support Costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with use of the resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer Equipment	33 1/3% straight line
Office Equipment	33 1/3% straight line
Software	33 1/3% straight line

Pensions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

Debtors

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

Cash at bank and in hand

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

Creditors and provisions

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

Financial Instruments

The Charity has only 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.

Continued

2 Income from Donations

	Unrestricted Funds	Total 2021	Total (Unrestricted) 2020
	£	£	£
Membership fees	**121,149**	**121,149**	123,857
Other Donations	**9,828**	**9,828**	450
CMALT registration fees	**20,101**	**20,101**	17,573
	151,078	**151,078**	141,880

3 Investment Income

	Unrestricted Funds	Total 2021	Total 2020 (unrestricted)
		£	£
Interest receivable	**123**	**123**	322

4 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2021	Total (Unrestricted) 2020
	£	£	£	£
Annual Conference	-	-	-	237,194
Publications	**138**	-	**138**	128
Commissions from ALT Shop	**27**		**27**	-
Events, except Annual Conference	**42,535**	-	**42,535**	71,629
Projects	**45,263**	-	**45,263**	3,086
Grants	-	-	-	-
	87,963	-	**87,963**	312,037

5 Expenditure on raising funds

	Unrestricted Funds	Total 2021	Total (unrestricted) 2020
	£	£	£
CMALT - membership services	-	-	722

6 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total 2021	Total (Unrestricted) 2020
	£	£	£	£
Membership	**115,056**	-	**115,056**	117,654
CMALT	**28,725**	-	**28,725**	36,776
Annual Conference and events	**155,841**	-	**155,841**	273,109
Operations	**5,078**	-	**5,078**	14,950
Projects	**20,813**	-	**20,813**	383
Governance	**4,821**	-	**4,821**	13,940
	330,334	-	**330,334**	456,812

7 Expenditure on Charitable Activities by Activity Type

	Direct costs 2021	Allocated Support costs 2021	Total 2021	Total (Unrestricted) 2020
	£	£	£	£
Membership	**35,631**	**79,425**	**115,056**	117,654
CMALT	-	**28,725**	**28,725**	36,776
Annual Conference and events	**2,102**	**153,739**	**155,841**	273,109
Operations	-	**5,078**	**5,078**	14,950
Projects	**20,813**	-	**20,813**	383
Governance	-	**4,821**	**4,821**	13,940
	58,546	**271,788**	**330,334**	456,812

— *Continued*

8

Analysis of support and Governance Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the key charitable activities undertaken (see note 7) in the year based on time spent. Refer to the table below for the analysis of support and governance costs. All costs are unrestricted.

	Governance costs	**Support costs**	**Total (unrestricted)**	Total (unrestricted)
	2021	**2021**	**2021**	2020
		£	**£**	£
Salaries and wages	-	**203,455**	**203,455**	199,245
Employer's NI	-	**13,299**	**13,299**	17,044
Staff pension contributions	-	**22,963**	**22,963**	18,435
Other staff costs	-	**8,873**	**8,873**	12,242
Rent	-	-	-	-
Professional and consultancy fees	-	-	-	-
Travelling and subsistence	**132**	**694**	**826**	10,754
Printing, stationary and advertising	-	**1,321**	**1,321**	1,936
Insurance	**425**	**757**	**1,182**	2,009
Subscriptions	-	**194**	**194**	-
Web, database and computer support	-	**11,946**	**11,946**	8,578
Bank and credit card charges	-	**2,026**	**2,026**	5,777
Depreciation	-	**1,017**	**1,017**	2,304
Loss on disposal of fixed assets	-	-	-	-
Bad debts written off	-	**(154)**	**(154)**	200

Miscellaneous expenses	-	**(75)**	**(75)**	403
Accommodation, hospitality, venue hire	-	**84**	**84**	3,289
Election expenditure	-	-	-	990
Phones and audio-conferencing	-	**33**	**33**	1,361
Advertising	-	-	-	-
Audit and Accountancy	**4,264**	-	**4,264**	9,735
Legal and professional	-	-	-	-
Equipment Hire and purchase	-	**534**	**534**	42
	4,821	**266,967**	**271,788**	294,344

9 Net income/(expenditure) for the Year

This is stated after charging:

	2021	2020
	£	£
Staff pension contributions	22,963	18,435
Depreciation	1,017	2,304
Auditors' remuneration - audit	-	6,660
Independent Examiners fees	2,220	
Auditors' remuneration - other	384	3,075

10 Employees

Number of Employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Number of Administrative Staff	2	2
Number of Management Staff	4	4
	6	6

Employment costs	2021	2020
	£	£
Wages and salaries	203,455	199,245
Social security costs	13,299	17,044
Other pension costs	22,963	18,435
	239,717	234,724

No employee received a pro-rata remuneration of more than £60,000 during the year (2020 - Nil).

11 Trustees

No trustee received any remuneration in the year (2020: £Nil).

Expenses totalling £88 were paid to 12 Trustees in the year (2020: £3,214 paid to 12 Trustees)

Continued

12 Tangible Fixed Assets

	Software	Computer equipment	Office equipment	Total
	£	£	£	£
Cost				
At 1 February 2020	2,011	57,228	-	59,239
Additions	-	1,273	-	1,273
Disposals	-	-	-	-
As at 31 January 2021	2,011	58,501	-	60,512
Depreciation				
At 1 February 2020	1,813	53,077	-	54,890
Charge for the year	198	819	-	1,017
On Disposals	-	-	-	-
As at 31 January 2021	2,011	53,896	-	55,907
Net book value				
As at 31 January 2021	-	**4,605**	-	**4,605**
As at 31 January 2020	198	4,151	-	4,349

13 Debtors

	2021	2020
	£	£
Trade Debtors	**16,214**	7,265
Other Debtors	**-**	-
Prepayments and Accrued Income	**14,769**	51,842
	30,983	59,107

14 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	**5,126**	8,554
Accruals and deferred income	**14,316**	37,721
Tax and Social Security	**3,282**	3,561
Other Creditors	**1,320**	1,200
	24,044	51,036

Deferred income relates to project work and delegate fees received in advance.

15 Pensions

The pension cost of £22,963 represents contributions by the Charity into a defined contribution scheme (2020: £18,435).

16 Fund Transfers

£NIL (2020: £NIL) of excess restricted reserves was transferred to unrestricted funds after each project

17 Unrestricted Funds

		Movement in Funds			
	Combined Balance at 1 February 2020	Incoming Resources	Outgoing Resources	Transfers	Balance at 31 January 2021
	£	£	£		£
Designated reserve fund	160,000	-	-	(60,000)	**100,000**
General Funds	64,118	239,164	(330,334)	60,000	**32,948**
	224,118	239,164	(330,334)	-	**132,948**

Designated reserve fund: these funds are held as a reserve to cover six months of ALT's operating costs in case of loss of charitable income.

The net deficit for the year of £91,170 includes £nil which the charity funded and spent on OER conference funded places (2020:£3,000). This represents the release of income previously recognised by the charity relating to the bequest from the Open Learning Partnership, investment of which is reviewed annually by the Central Executive Committee. The balance at 31 January 2021 was £13,685 (2020: £13,685).

Unspent unrestricted funds include £135 of surplus generated by the OER conference to be used for OER activities as agreed by ALT's Open Education Special Interest Group (2020: £135).

18 Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fund balances at 31 January 2021 are represented by:			
Tangible Fixed Assets	4,605	-	**4,605**
Current Assets	152,387	-	**152,387**
Creditors: Amounts falling due within one year	(24,044)	-	**(24,044)**
	132,948	-	**132,948**

19 Related Party Transactions

There have been no transactions with related parties during the period that require disclosure.

20 Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

	2021	2020
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	**(91,170)**	(3,295)
Adjustments for:		
Depreciation charges	**1,017**	2,304
Loss on disposal of fixed assets	**-**	-
Dividends, interest and rents from investments	**(123)**	(322)
Interest Paid		-
(Increase)/decrease in debtors	**28,124**	(34,146)
Increase/(decrease) in creditors	**(26,992)**	(19,300)
	(89,144)	(54,759)

21 Analysis of cash and cash equivalents

	2021	2020
	£	£
Cash in Hand	**121,404**	211,698

22 Analysis of changes in net debt

	At start of Year £	Cash-flows £	At end of year £
Cash	211,698	(90,294)	**121,404**
	211,698	(90,294)	**121,404**

Management information

The following pages do not form part of the statutory statements which are the subject of the independent examiners' report.

Detailed statements of financial activities

For the year ended 31 January 2021

	Total 2021	Total 2020
Income	**£**	£
Income from donations		
Membership fees	**121,149**	123,857
CMALT registration fees	**20,101**	17,573
Donations	**9,828**	450
	151,078	141,880
Investment income		
Interest receivable	**123**	322
Income from charitable activities		
Annual Conference	**-**	237,194
Publications	**138**	128
Commissions from ALT Shop	**27**	-
Events, except Annual Conference	**42,535**	71,629
Projects	**45,263**	3,086
Grants	**-**	-
	87,963	312,037
Total income	**239,164**	454,239

Continued

	Total 2021	Total 2020
Expenditure on:	**£**	£
Raising funds		
CMALT - membership services	-	722
Charitable activities- Direct Costs		
Salaries and wages	-	-
Employer's NI	-	-
Staff pension contributions	-	-
Other Staff costs	-	1,494
Consultancy	**20,223**	-
Project expenditure	**33,642**	25,622
Accommodation & venue hire	**(1,769)**	97,223
Presenters & programme costs	**1,140**	-
Printing, postage & telephone	**402**	2,709
Equipment hire & exhibition set up cost	-	-
Bank charge	-	-
Insurance	**370**	1,221
IT, website & database cost	**2,625**	7,806
Equipment purchase	-	372
Awards & prizes	-	3,000
Advertising, design & art work	**1,161**	5,153
Travelling & subsistence	**695**	17,176
Miscellaneous expenses	**57**	692
	58,546	162,468

Continued

	Total 2021	Total 2020
Support costs	**£**	£
Salaries and wages	**203,455**	199,245
Employer's NI	**13,299**	17,044
Staff pension contributions	**22,963**	18,435
Other Staff costs	**8,873**	12,242
Rent	**-**	-
Professional and consultancy fees	**-**	-
Travelling and subsistence	**826**	10,754
Printing, stationary and advertising	**1,321**	1,936
Insurance	**1,182**	2,009
Subscriptions	**194**	-
Web, database and computer support	**11,946**	8,578
Bank and credit card charges	**2,026**	5,777
Depreciation	**1,017**	2,304
Loss on disposal of fixed assets	**-**	-
Bad debts written off	**(154)**	200
Miscellaneous expenses	**(75)**	403
Accommodation, hospitality and venue hire	**84**	3,289
Elections expenditure	**-**	990
Phones and audio conferencing	**33**	1,361
Legal and professional	**-**	-
Audit and accountancy	**4,264**	9,735
Equipment hire and purchase	**534**	42
	271,788	294,344
Total expenditure	**330,334**	457,534
Net (expenditure)/income	**(91,170)**	(3,295)

Appendix

Structure, governance and management

Constitution

ALT's constitution is our governing document (equivalent to the articles of governance for a college or company). The constitution was adopted and approved by the Charity Commission in 2015 when ALT was established as a Charitable Incorporated Organisation. The updated version was approved by Members at the ALT Annual General Meeting on 12 September 2018 and will come into effect from 5 September 2019.

You can find out more and access previous versions of the constitutions via this page.

Organisation

ALT is a charitable incorporated organisation. We are registered charity number 1160039 and we are governed in accordance with our constitution by a group of elected and appointed Trustees.
Under our constitution the trustees are known collectively as the Board of Trustees, which meets approximately quarterly.



The Trustees set ALT's direction, and are responsible for ALT's strategy, and for the overall performance of the association. A sub-committee of the Board of Trustees known as the General Purposes Committee, holds online meetings monthly.

Each year, following our annual general meeting, we report to the Charity Commission on our activities and submit our audited accounts.

An important principle in ALT is that all committee memberships are time-limited. The maximum period of membership of any committee is generally six years, and most memberships have to be renewed after three years. Thus there is always turnover in committee memberships, and there is a steady supply of vacancies, so that there are regular opportunities for new people to get involved in the work of ALT.

1. The general duties as the Trustee of a charity like ALT are to:
   - ensure that the organisation complies with its governing documents, charity and company law and other relevant legislation or regulations;
   - ensure that the organisation pursues its objects as defined in its governing document;
   - ensure that the organisation applies its resources exclusively in pursuance of its objects;
   - give firm strategic direction to the organisation; setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
   - safeguard the good name and ethos of the organisation;
   - ensure the effective and efficient administration of the organisation;
   - appoint the chief executive officer and monitor his/her performance.

2. Specific activities of Trustees in ALT include:
   - attending meetings of the Board of Trustees (normally three per year);
   - participating in policy discussions and the production of consultation responses;
   - contributing to the drafting and monitoring of the three year ALT strategy;
   - chairing sub-committees of ALT or task groups which are set up from time to time.
   - helping to promote the Association's aims and values.
     In addition, the following roles have specific responsibilities:
   - Vice-Chair: the Vice-Chair provides support to the Chair of ALT, representing ALT at events across sectors and the ALT Assembly.
   - Chair: the Chair chairs meetings of the Board of Trustees and works closely with senior staff, providing strategic input to ALT's strategy and development. The Chair represents ALT across sectors, including working with policy makers. The Chief Executive reports directly to the Chair of ALT.
   - Honorary Treasurer: the Honorary Treasurer works with the Chief Executive and ALT's independent auditors on the Annual Accounts and financial reporting to the Board of Trustees.
   - President: the President usually chairs the AGM, the judging panel for the Learning Technologist of the Year Awards and provides input to ALT's work with policy makers. The President of ALT also chairs formal meetings of the ALT Assembly.

3. Nominees for Trustee Positions should be aware of the following points:
   - Trustees in ALT personally hold limited legal and financial responsibilities on behalf of the charitable incorporated organisation (CIO).
   - Trustees are governed by English Law as it relates to Charity Trustees and work in line with the Charity Commission Guidelines (see http://www.charity-commission.gov.uk/)
   - ALT's permanent staff employed by ALT as a CIO and the Chief Executive reports to the Board of Trustees.
   - ALT provides indemnity insurance for its Trustees, in keeping with good practice for the management of charities.

Delegation of day-to-day management
Management of the Charity is delegated via the Chief Executive to the staff team, with all established staff, including the Chief Executive employed directly by ALT.
The functions of the staff team include:

- supporting the work of ALT's committees;
- managing the finances and the operations of the Association;
- managing membership recruitment and renewals;
- running ALT meetings and events, including the Association's annual international academic conference for learning technologists;
- promoting and representing the Association;
- producing ALT publications;
- managing ALT's Certified Membership Scheme.

Risk management

The Trustees have examined the major strategic and operational risks, which the charity is exposed to and confirm that systems have been established to enable regular reports to be produced in order that the necessary steps can be taken to mitigate such risks.

Membership

