

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

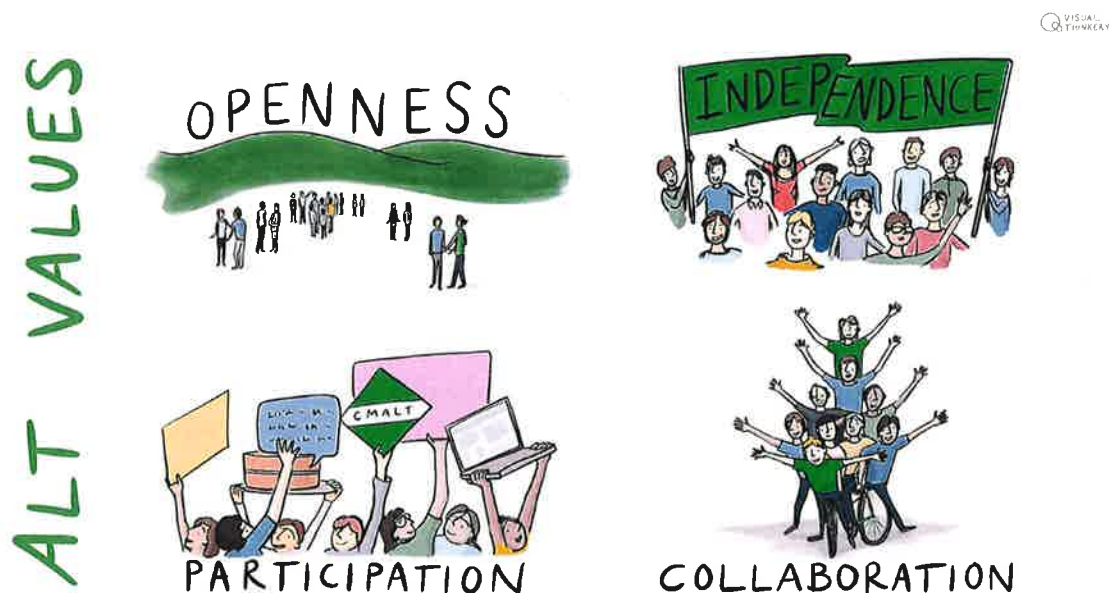
Registered charity name	Association for Learning Technology (ALT)
Charity registration number	1160039
Principal address	3 Bignell Park Barns, Chesterton, Oxon, OX26 1TD
Auditor	David Cadwallader & Co Limited
Banker	HSBC, 65 Cornmarket Street, Oxford OX1 3HY, UK

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

Annual Conference

Learning Technologist and Research Project of the Year Awards

Annual Survey and Member consultations

National Network of Members Groups

Strategic partnerships and collaboration in the UK and internationally

Advocacy and representing Members at a national scale

Aim 2: Enhance professionalism and accreditation

Online Winter Conference

Recognition for CPD activities and peer review

CMALT accreditation framework incl. Senior and Associate CMALT

Mapping the CMALT accreditation framework to other national frameworks

Members Assembly

Members News Digest and Discussion List

Regular webinar series

Aim 3: Increase impact for public benefit

OER Conference

Publications including Research in Learning Technology and the #altc blog

ALT Open Access Repository

Special Interest Groups that are open to all

Policy responses and briefings for policy makers

Dissemination of research findings and projects

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.

A handwritten signature in black ink, reading 'Shonagh Douglas'.

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:



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

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

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		<u>96,023</u>		<u>123,317</u>
		<u>105,811</u>		<u>225,896</u>
Creditors: amounts falling due within one year	13	<u>27,198</u>		<u>102,220</u>
Net current assets			<u>78,613</u>	<u>123,676</u>
Total assets less current liabilities			<u>94,225</u>	<u>129,315</u>
Funds				
Restricted Funds			-	-
Unrestricted Funds	15-16		<u>94,225</u>	<u>129,315</u>
			<u>94,225</u>	<u>129,315</u>

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	<u>(16,282)</u>	<u>(262)</u>
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	<u>(12,750)</u>	<u>(1,795)</u>
Net cash provided by/(used in) investing activities		<u>(11,012)</u>	<u>(337)</u>
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	<u>96,023</u>	<u>123,317</u>

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	<u>16,524</u>	<u>16,524</u>	<u>29,203</u>
	<u>140,044</u>	<u>140,044</u>	<u>150,405</u>

3 Investment Income

	Unrestricted Funds £	2025 £	2024 £
Interest receivable	<u>1,738</u>	<u>1,738</u>	<u>1,458</u>

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)	-	-	-	-
	<u>331,922</u>	-	<u>331,922</u>	<u>350,778</u>

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	<u>4,424</u>	-	<u>4,424</u>	<u>5,671</u>
	<u>508,794</u>	-	<u>508,794</u>	<u>513,051</u>

6 Expenditure on Charitable Activities by Activity Type

	Direct Costs	Allocated Support & Governance Costs	Total 2025	Total (Unrestricted) 2024
	2025	2025	2025	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	-	<u>4,424</u>	<u>4,424</u>	<u>5,671</u>
	<u>85,761</u>	<u>423,033</u>	<u>508,794</u>	<u>513,051</u>

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 (unrestricted)	Total (unrestricted)	Total (unrestricted)
	2025	2025	2025	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	-
	<u>4,424</u>	<u>418,609</u>	<u>423,033</u>	<u>402,135</u>

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
	<u>278,689</u>	<u>261,550</u>

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	<u>(1,170)</u>	<u>(515)</u>	<u>(1,685)</u>
As at 31 January 2025	<u>13,945</u>	<u>61,729</u>	<u>75,674</u>
Depreciation			
At 1 February 2024	2,353	56,617	58,970
Adjustment to Dep'n for Prior Year Disposals not booked	<u>(1,170)</u>	<u>(515)</u>	<u>(1,685)</u>
Charge for the year	<u>1,780</u>	<u>997</u>	<u>2,777</u>
As at 31 January 2025	<u>2,963</u>	<u>57,099</u>	<u>60,062</u>
Net book Value			
As at 31 January 2025	10,982	4,630	15,612
As at 31 January 2024	<u>567</u>	<u>5,072</u>	<u>5,639</u>

12 Debtors

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

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)	<u>113</u>	<u>755</u>
	<u>27,198</u>	<u>102,220</u>

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	<u>39,315</u>	<u>473,704</u>	<u>(508,794)</u>	<u>20,000</u>	<u>24,225</u>
	<u>129,315</u>	<u>473,704</u>	<u>(508,794)</u>	<u>-</u>	<u>94,225</u>

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	<u>(27,198)</u>	<u>-</u>	<u>(27,198)</u>
	<u>94,225</u>	<u>-</u>	<u>94,225</u>

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	<u>(75,022)</u>	<u>69,644</u>
	<u>(16,282)</u>	<u>(262)</u>

20 Analysis of cash and cash equivalents

	2025	2024
	£	£
Cash in Hand	<u>96,023</u>	<u>123,317</u>

21 Analysis of changes in net debt

	At start of Year	Cash-flows	At end of year
	£	£	£
Cash	<u>123,317</u>	<u>(27,294)</u>	<u>96,023</u>
	<u>123,317</u>	<u>(27,294)</u>	<u>96,023</u>

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.

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 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

Individual Members and Organisational Members

