
THE BIKEABILITY TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022



THE BIKEABILITY TRUST

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

Trustees	Esther Durrant (appointed 1 November 2022) Steve Garidis Alison Hill, Chair Imran Hussain John Jackson Andrew Milbourne, Vice Chair Richard Payn, Treasurer Christine Phillips (appointed 13 September 2022) Catherine Purcell (appointed 13 September 2022) John Wann (resigned 1 November 2022) Gavin Wheeler
Charity registered number	1171111
Principal office	Salisbury House Station Road Cambridge CB1 2LA
Senior management team	Donna Harrington, Director of Finance and Compliance (to 16 July 2021) Sue Brown, Director of Finance and Compliance (from 19 July 2021) Isobel Stoddart, Director of Promotion and Communications (to 25 April 2021) Caroline Dawson, Director of Promotion and Communications (from 26 April 2021) Benjamin Smith, Director of Development Michelle Turnbull, Director of Operations (from 1 April 2022)
Chief executive officer	Emily Cherry
Independent auditors	Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA
Solicitors	Taylor Vinters Merlin Place Milton Road Cambridge CB4 0DP

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present this annual report together with the audited financial statements of the CIO for the period 1 April 2021 to 31 March 2022.

The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition October 2019, effective 1 January 2019).

The Trustees confirm that they have had regard to the Charity Commission's public benefit guidance and believe that the Trust complies with guidance.

OBJECTIVES & ACTIVITIES

Mission

The Bikeability Trust is a Charitable Incorporated Organisation whose object is to advance the education of the public in general (and particularly amongst children) on the subject of cycling.

Vision

The Bikeability Trust's Vision is to ensure everyone has the confidence to cycle and enjoy this skill for life.

The Trust aims to make Bikeability the leading programme for cycle training by ensuring:

- **Child focussed:** We deliver cycle training to both children and adults, but the majority of delivery is helping children learn the life skill of cycling
- **Quality:** Our Instructors deliver high-quality, consistent cycle training across England
- **Inclusivity:** We take action to reduce barriers to participation and ensure that anyone who wishes to access Bikeability cycle training is able to
- **Efficiency:** Our delivery programme offers value for money and is delivered in an economic and efficient way
- **Influence:** We share our evidence of the impact of cycle training across a variety of sectors (transport, education, environment, health, leisure, etc)
- **Collaboration:** We work with stakeholders, partners and commercial organisations to achieve our vision and ensure Bikeability is a household name



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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Strategies for achieving objectives

At the Bikeability Trust, we are an ambitious force for change. We are creating a movement to ensure everyone can access cycling as a life skill. We provide the leading cycle training programme in England.

In three years, the Bikeability Trust will have helped more than 5 million children take up Bikeability cycle training. We will have also offered thousands more families and adults the chance to take up cycle training. We will achieve this through our 5 strategic goals. We will have:

1. Secured the funding to offer a Bikeability for All programme
2. Ensured high quality delivery of Bikeability for All
3. Secured partnerships that give more children the opportunity to take up Bikeability by removing barriers to cycling and learning this life skill
4. Encouraged more children and adults to cycle more confidently, more often
5. Demonstrated the impact of cycle training for improved road safety, improved urban mobility, education curriculum importance, individual health and wellbeing, cleaner air and the environment

Together, by 2025, we can help 5 million children cycle more confidently, more often.



ACHIEVEMENTS & PERFORMANCE

Review of activities to-date

This is the fifth Annual Report of the Board of Trustees.

Background

Bikeability is a practical training programme that aims to develop children and families skills and confidence to cycle on roads, and ultimately encourage more people to cycle more safely, more often. It is funded by the Department for Transport and delivered through local authorities and School Games Organiser Host Schools. It has been in existence since 2007 and has delivered 4,126,053 Bikeability training sessions. This includes the 439,802 DfT funded training places delivered in 2021-22 financial year.

The Bikeability programme is split into three different levels so that there is a sense of progression in cycling ability. Typically Levels 1 and 2 are delivered to primary school children and Level 3 to secondary school children. In addition there are various other modules that help children to actually learn to cycle. In 2020-21 we piloted and rolled out a new Bikeability Family course that now trains children and parents together.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

It is our belief that all children should have access to cycling and we at the Trust help to ensure the delivery of cycle training to typically over 400,000 children per year. The impact of COVID continued to present difficulties for accessing children in school during 2021-22. although this was less than the previous year. We have continued to work with the Bikeability Industry through Government guidance to train as many children as possible.

Cycling has a number of wider benefits to society including the physical and mental well-being that comes with being physically active. Cycling also introduces children and their families to a sustainable mode of transport, and offers access to a vital life-skill.

The Bikeability Trust was established in 2017, to manage the Bikeability programme.

Achievements of the Bikeability Trust

The Board of Trustees sets out clear objectives for staff and monitors their performance against these objectives on a quarterly basis.

The Annual Review 2021 provides a summary of achievements of the Bikeability Industry led by the Bikeability Trust.

The main achievements in 2021/22 were:

Promotion and Communications

- Launched new **Bikeability website** with improved user journey and search facility
- Updated school resources (**Tools for Schools**) to be more inclusive and accessible for children with SEND
- **Celebration of Bikeability** was launched, recognising those people involved in Bikeability. Worked with partners for prizes and supportive videos and led a full day of social engagement
- Launched new **schools film** focusing benefits to schools and featuring instructors, pupils and teachers
- **Instructor recruitment campaign** launched highlighting training bursary with press release and social media. 400 expressions of interest in 1st 2 months. Linked with DfT's Summer of Cycling and Walking. Launched toolkit for training providers to help recruitment
- **PR** included visits to training sessions by Dame Sarah Storey and Kerry McCarthy MP, Platinum Jubilee, funding announcement, delivery statistics, Widening participation fund launch and successful bids. Featured on ITV Loose Women with Linda Robson learning to ride a bike
- Worked with DfT on awareness and behavioural campaign for the updates to the **Highway Code**
- Worked collaboratively with **active travel partners** to support initiatives including The Big Pedal, Bike Week, Bike to School Week
- Hosted **webinars** including rider characteristics, creating confidence in cycling, instructor recruitment, RPL, micromobility and winter cycling. Emily attended external webinars and was keynote speaker at Modeshift conference
- **Social media** coverage included Tour of Britain, Tokyo Olympics, Local Bike Shop Day, Women in Cycling, Campaigns on #CycleSpringClean and #Ididthat. Instructors Facebook group set up to provide a community for our instructors to share and discuss topics
- Reviewed **industry newsletters**, more structured and planned and cover many queries that were being received through other channels
- **Brand guidelines** were updated and now include guidance on accessibility

Operations

- Provided grants system through Bikeability Link to track and monitor all grant funded delivery and pay grants to all Local Highway Authorities and School Games Organisers
- Respond to all enquiries from the public, professionals and Bikeability Industry
- Enhanced our Quality improvement service for Instructors and Grant Recipients via delivery of External

THE BIKEABILITY TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

- Quality Assurance (EQA) plus Internal Quality Assurance (IQA) self help resources
- Piloted a new system of support and mentoring with 8 training providers focussed on giving them access to flexible sessions with an EQA consultant
- Reviewed our Awards material delivery system review to create efficiency savings, and move to an environmentally friendly recycled plastic supplier
- Analysis of the support provided to Instructors and business viability of Training Providers
- Provided a business support function to help small Training Providers focus on stabilisation and growth. This resulted in a number of resources on the Bikeability website to support providers including template policies and procedures
- Provided discounted NSPCC e-learning on safeguarding for our training providers
- Rolled out the mandatory collection of rider characteristics (gender, SEND, ethnicity and pupil premium). This will now enable us to track the impact of funding and ensure all children can access Bikeability.
- Provided template letters, ran webinars on collecting data and overhauled our data protection impact assessment
- Invested £1500 in a new Bikeability Family module to train parents, carers and children together
- 2100 children with SEND took part in our innovation funded projects to transform our approach to inclusion
- Revised our Tools for Schools materials to ensure they were more accessible for children with SEND.
- Supported 6 training providers through a Bikeability restart grant to help them on the challenges post COVID delivery
- Secured Instructor bursary funding for future new Instructors to ensure the workforce is ready to expand
- Ran significant consultation with the Bikeability Industry on our vision for 'Bikeability For All'. This included consultation with over 1000 professionals working in Bikeability

Development

- Convened the quarterly Bikeability Effectiveness Advisory Group meeting
- Convened the quarterly RDC group meeting
- Convened the quarterly Heads of Regional Networks group and attended local Regional Network groups
- Convened the quarterly Community of Practice for Level 3 tutors
- Convened the quarterly Community of Practice for RDC IQA leads
- Convened the quarterly Community of Practice for Training Provider IQA leads
- Launched and ran the Cycle Savvy Driving project, practical training and online learning resources for the Approved Driving Instructor cycle awareness pilot as part of the DfT's Cycling and Walking Investment Strategy cycle safety review (pilot between May and October 2021). Pilot phase is complete, pending evaluation by Ipsos Mori
- Supported Brunel University's follow up research to the RST project (Widening Participation fund) to further research the impact of immersive reality training on teenagers
- Operated as consultants for an Erasmus Plus funded project, advised on cycle training materials for project partners in Eastern Europe
- Risk Benefit Assessment guidance updated
- Internal Quality Assurance comprehensive guidance launched with the operations team
- Acted as consultants for the DfT as the Highway Code promotion was launched
- Completed a full re-write of the RPL assessment route with 1st4sport. The course launched in December 2021 with over 150 instructors already trained through this route
- Launched the Polimapper tool to show training levels in each borough
- Engaged in the DfT's consultation on changes to the Highway Code, including collating responses from the industry. Once updates ratified, delivery guidance was updated accordingly.

Areas requiring further focus

We have secured some partnerships with industry related organisations, but it is important for the Trust to try to secure large tranches of funding from parties other than government; the Trust will continue to attempt to redress this during the forthcoming year.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Plans for April 2022 – March 2023

The role of the Bikeability Trust in stabilising the Bikeability Industry and helping to prepare them for growth and scale up is a key balance for the 2022-23 year and will require investment in increasing staffing across Operations, Development and Communications. We will continue a focus on quality, consistency and coverage to stabilise the Bikeability Industry and prepare for scale up in the future. The Bikeability Trust will also take a focus on innovation, inclusivity and impact. This will also involve a significant focus on digitisation of Bikeability provider systems in order to more effectively report on the impact of delivery. In addition, the trustees review key risks facing the Trust every quarter to ensure that appropriate action is being taken to mitigate them. The key risks facing the Trust include:

- The DfT declines to continue the Grant Agreement
- The transition to Active Travel England delays funding decisions
- Failure to attract and recruit the right calibre of Board members who also reflect modern Britain
- Poor quality delivery of the training programme
- Failure to offer adequate support to the cycling industry in its attempt to scale up for the government's pledge of a offering cycle training to every child and adult

The trustees have agreed a set of key activities for the Trust for the coming year and believe that they will help, among other things, to help mitigate the key risks identified.

IMPACT



DEVELOP AWARENESS AND UNDERSTANDING OF BIKEABILITY, ITS SUCCESS, GOALS AND AMBITIONS

Raise awareness through new and existing partnerships
Use the impact of Bikeability to develop awareness through press, PR and social media
Use national and regional events to raise profile (Commonwealth Games, Women's Tour etc)
Lobby DfE for inclusion of Bikeability on school curriculum

DEVELOP BIKEABILITY AS A LEADING CHARITY

Lobby Active Travel England for the Trust as the leading charity for e-cycling and micro-mobility training
Raise profile through CEO visits, politicians and partners
Develop our public affairs profile
Launch Bikeability Ambassador programme
Develop Trust team through clear internal communications to support a growing organisation

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

INCLUSION



ENSURE BIKEABILITY IS THE LEADING NATIONAL STANDARDS CYCLING PROGRAMME
AND CONTINUES TO DEVELOP OUR ACTIVE TRAVEL OFFER

- Embed learning on delivery models from Britain Thinks research
- Lobby for continued endorsement as the only national standards training provider
- Support e-cycle and micro-mobility training standards and delivery

ENSURE THE BIKEABILITY INDUSTRY CAN OFFER BIKEABILITY TO EVERY CHILD

- Improve parent and family resources
- Ensure all instructors have access to SEND training
- Improve family take up
- Streamline grants system
- Provide effective business support to the industry

THE BIKEABILITY TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

INNOVATION



ENSURE BIKEABILITY IS DELIVERED CONSISTENTLY, IMPROVING QUALITY AND COVERAGE

Recommend, pilot and implement digitisation of Bikeability processes
Review and redesign delivery guide and award materials, improving accessibility
Review and make recommendations for instructor training, assessment and status
Roll out learning offer for Instructors
Review and rebrand Level 3 training
Pilot community delivery of Learn to Ride, Balance and Level 1

DEVELOP AND IMPLEMENT MONITORING, EVALUATION AND RESEARCH FRAMEWORK FOR BIKEABILITY

Work with DfT to develop new tools for consistent evaluation and monitoring
Develop active Bikeability research programme

Communications

- Continue to raise the profile of Bikeability and ensure that its benefits are better understood and appreciated
- Enhance and improve strategic stakeholders engagement, including joint campaigns, cross-promotion and/or specific project activity
- Complete a review of website and marketing materials

Operations

- Stabilise the Bikeability industry with a focus on efficiency, effectiveness and economy
- Enhance the level of central support offered to Bikeability providers to enable them to stabilise and scale up
- Develop the Bikeability Trust Innovation Fund

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Development

- Creation of a 'community' (run by schools and sports clubs) 'Get Cycling' Bikeability programme, for all off road activities including balance, learn to ride and level 1. This will include a course for teachers and coaches, and supporting resources
- Partnering with Modeshift and Brunel University to pilot supplementary training through immersive/virtual reality, online training and revised/rebranded school-based training with Active Travel Academies
- To expand the use of the RPL training route for coaches (who do not have the NSI) but do who hold a level 2 or above qualification, providing a route for greater recruitment and training delivery. This will involve working with Premier League Kicks to train coaches.
- To undertake a full review of the Level 2 training route with 1st4sport. To review assessment methods the learner route and course materials.
- Redesign the Bikeability Delivery Guide and suite of Bikeability awards materials, refreshing the brand, content, design and accessibility of materials.
- To disseminate learning from the innovation fund projects, and create a CPD module from the learning to educate and support instructors to help increase the participation of pupils with Special Education Needs and Disability (SEND) in Bikeability.
- With DfT to consider the next steps for Cycle Savvy Driving once the evaluation has been completed.
- To complete the Erasmus Safe4Cycle2 project

Key financial performance indicators

Our financial results are carefully monitored by our Finance and Audit Committee on a quarterly basis. The key areas the committee focuses on are cash balances and profit from our trading activities. As the Trust has responsibility for the delivery of the Bikeability grant a key area of focus is the safeguarding of public money and ensuring value for money.

Factors relevant to achieve objectives

- Cost control, in particular the margins on our trading activities, salary costs and sub-contractor costs
- Close monitoring of any Bikeability Providers which fail to deliver their allocated grant-funded Bikeability places to the required standard

FINANCIAL REVIEW

Results for the period

The key sources of funds for the Trust are the sale of Award materials and income under a Grant Agreement with the DfT. The Group has made a surplus of income over expenditure on unrestricted funds of £102,068. This is split into a planned net deficit on designated funds of £544,125 and surplus on general funds of £646,193. This is the result of careful monitoring of costs and a very small efficient team of staff who support the Trustees in their work. The Trust currently has unrestricted general reserves brought forward of £265,000. On the basis that the Trust requires unrestricted general reserves of £400,000, as set out below, the Trustees have decided that a further £135,000 should be retained in addition to £354,984 of costs relating to projects to be completed during 22/23 thereby allowing a transfer to the Innovation Fund of £150,000.

Within restricted funds £264,362 has been transferred from the National Cycle Training Programme to the Widening Participation Fund. This restricted funding has been allocated through a bidding process to projects that can demonstrate new ways to ensure equal access to cycle training from priority groups including minority ethnic groups, teenage girls and families living in deprivation.

THE BIKEABILITY TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Reserves policy

The Trustees have the objective of maintaining sufficient reserves to offset any liabilities that should be incurred in the event that the charity would need to be wound up; redundancy costs of staff, and other on-going liabilities such as committed expenditure, pension contributions and supplier costs. The trustees believe that reserves of £400,000 will be sufficient to cover our current commitments and to meet all costs associated with a downturn in our activities and a potential winding up of the charity.

Going concern

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

Grant making policy

The Trust is responsible for awarding grants to either Local Authorities or Schools Games Organisers so that they can engage Bikeability Providers to deliver training locally. The grant terms were set under our predecessor and we have rolled forward those terms; the grant recipients put in bids for funding which were then assessed and awarded based on factors such as levels of demand and efficiency in delivery. We, at the Trust, monitor the levels of training delivered and ensure funds are only released when training has taken place.

Volunteers

Other than the Trustees the Trust does not use the services of any volunteers.

Management remuneration

Management remuneration is reviewed by our Finance and Audit Committee and ratified by the main Board. Management remuneration was originally set on the incorporation of the Charity and has since been subject to annual reviews which has resulted in small increases in line with RPI.

Fundraising

Although we do not actively fundraise from the public and we have not used any professional fundraisers in the year, the public can donate via our website and via Amazon Smile and we are registered with the Fundraising Regulator.

STRUCTURE, GOVERNANCE & MANAGEMENT

Constitution

The CIO was incorporated on 13 January 2017 and commenced operating on 1 April 2017. The Charity is governed by a constitution which sets out the powers and responsibilities of the Trustees in fulfilling the Charity's objectives.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Management

Trustees

The management of the CIO is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution. The Trustees manage the affairs of the Trust and determine its general policy.

The Charity is administered by the Board of Trustees, which must have a minimum of three and a maximum of eleven members. The Board meets approximately quarterly. The Chief Executive Officer (CEO) is responsible to the Trustees for overseeing the Charity's operations.

A list of Trustees is provided on Page 2, and on our website: <https://bikeability.org.uk/about/our-trustees/>.

Trustees serve for a term of three years from the date of appointment.

Each Trustee's term of office may be renewed for two further 3 years terms; subsequently the Trustee in question is required to resign but may apply for re-appointment after at least one year.

Trustee appointment, induction and training

The proposal to appoint a new Trustee is made at a Trustee meeting for consideration and approval by the existing Trustees. Recruitment is by advertisement followed by shortlisting and interview by the Chair, another Trustee and the Executive Director (ED). Following appointment the successful candidate meets the Chair and ED for an induction, to be briefed on legal obligations under charity law, on the Charity's constitution, business plan, operations and recent financial performance.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the CIO and of the incoming resources and application of resources of the CIO 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;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue in operation.

THE BIKEABILITY TRUST

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the CIO's transactions and disclose with reasonable accuracy at any time the financial position of the CIO and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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



Dr A M Hill
Trustee

Date: 24 January 2023

THE BIKEABILITY TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE BIKEABILITY TRUST

OPINION

We have audited the financial statements of The Bikeability Trust (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charity's affairs as at 31 March 2022 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group's or the parent 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.

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE BIKEABILITY TRUST (CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' 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 where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- the parent Charity has not kept sufficient accounting records; or
- the parent Charity 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 Trustees' Responsibilities Statement, the Trustees are responsible for the preparation of the financial statements 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 Group's and the parent 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 Group or the parent charity or to cease operations, or have no realistic alternative but to do so.

THE BIKEABILITY TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE BIKEABILITY TRUST (CONTINUED)

AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 Auditors' 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:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the Charity through discussions with Trustees and other management, and from our knowledge and experience of the sector;
- we obtained an understanding of the legal and regulatory framework applicable to the Charity and how the Charity is complying with that framework;
- we obtained an understanding of the Charity's policies and procedures on compliance with laws and regulations, including documentation of any instances of non-compliance;
- we identified which laws and regulations were significant in the context of the Charity. The Laws and regulations we considered in this context were Charities Act 2011 and taxation legislation. We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items;
- in addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the Charity's ability to operate or to avoid material penalty; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the Charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we;

- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policy were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE BIKEABILITY TRUST (CONTINUED)

which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reviewing minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators and the Charity's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Peters Elworthy & Moore

Chartered Accountants
Statutory Auditors
Salisbury House
Station Road
Cambridge
CB1 2LA

Date: 24 January 2023

Peters Elworthy & Moore are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

THE BIKEABILITY TRUST

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
INCOME FROM:					
Donations and legacies	2	1,263	-	1,263	139
Charitable activities	3	1,666,348	17,000,000	18,666,348	13,293,681
Investments	4	7,801	-	7,801	18,376
Other income	5	20,854	-	20,854	458
TOTAL INCOME		1,696,266	17,000,000	18,696,266	13,312,654
EXPENDITURE ON:					
Raising funds	6	2,013	-	2,013	400
Charitable activities	7	1,592,185	17,151,837	18,744,022	7,302,626
TOTAL EXPENDITURE		1,594,198	17,151,837	18,746,035	7,303,026
NET MOVEMENT IN FUNDS		102,068	(151,837)	(49,769)	6,009,628
RECONCILIATION OF FUNDS:					
Total funds brought forward	17	1,303,850	6,487,395	7,791,245	1,781,617
Net movement in funds	17	102,068	(151,837)	(49,769)	6,009,628
TOTAL FUNDS CARRIED FORWARD		1,405,918	6,335,558	7,741,476	7,791,245

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 21 to 42 form part of these financial statements.

THE BIKEABILITY TRUST

**CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
FIXED ASSETS			
Intangible assets	12	148,349	157,190
		<u>148,349</u>	<u>157,190</u>
CURRENT ASSETS			
Stocks	14	37,525	99,069
Debtors	15	65,590	491,937
Cash at bank and in hand		14,543,417	9,239,362
		<u>14,646,532</u>	<u>9,830,368</u>
Creditors: amounts falling due within one year	16	(7,053,405)	(2,196,313)
NET CURRENT ASSETS		<u>7,593,127</u>	<u>7,634,055</u>
TOTAL NET ASSETS		<u><u>7,741,476</u></u>	<u><u>7,791,245</u></u>
CHARITY FUNDS			
Restricted funds	17	6,335,558	6,487,395
Unrestricted funds	17	1,405,918	1,303,850
TOTAL FUNDS		<u><u>7,741,476</u></u>	<u><u>7,791,245</u></u>

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

Alison Hill

Dr A M Hill
Trustee

Date: 24 January 2023

The notes on pages 21 to 42 form part of these financial statements.

THE BIKEABILITY TRUST

**CHARITY BALANCE SHEET
AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
FIXED ASSETS			
Intangible assets	12	148,349	157,190
Investments	13	100	100
		<u>148,449</u>	<u>157,290</u>
CURRENT ASSETS			
Stocks	14	37,525	99,069
Debtors	15	67,312	533,083
Cash at bank and in hand		14,542,008	9,198,616
		<u>14,646,845</u>	<u>9,830,768</u>
Creditors: amounts falling due within one year	16	(7,051,405)	(2,196,413)
NET CURRENT ASSETS		<u>7,595,440</u>	<u>7,634,355</u>
TOTAL NET ASSETS		<u><u>7,743,889</u></u>	<u><u>7,791,645</u></u>
CHARITY FUNDS			
Restricted funds	17	6,335,558	6,487,395
Unrestricted funds	17	1,408,331	1,304,250
TOTAL FUNDS		<u><u>7,743,889</u></u>	<u><u>7,791,645</u></u>

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

Alison Hill

Dr A M Hill
Trustee

Date: 24 January 2023

The notes on pages 21 to 42 form part of these financial statements.

THE BIKEABILITY TRUST

**CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	2022 £	2021 £
CASH FLOWS FROM OPERATING ACTIVITIES			
Net cash provided for operating activities	19	5,304,076	1,495,517
CASH FLOWS FROM INVESTING ACTIVITIES			
Dividends, interests and rents from investments		7,801	18,376
Purchase of intangible assets		(7,822)	(56,298)
NET CASH USED IN INVESTING ACTIVITIES		(21)	(37,922)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR		5,304,055	1,457,595
Cash and cash equivalents at the beginning of the year		9,239,362	7,781,767
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	20	14,543,417	9,239,362

The notes on pages 21 to 42 form part of these financial statements

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

1.1 STATUTORY INFORMATION

The Bikeability Trust is a charitable incorporated organisation registered with the Charity Commission in England & Wales. The registered office address is Salisbury House, Station Road, Cambridge, CB1 2LA. The Trust has no fixed place of business.

1.2 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Bikeability Trust 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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

1.3 GOING CONCERN

The Trustees have prepared forecasts for 2022/23 and considered the trading period beyond this. The Trustees have stress-tested the forecasts, chiefly reflecting the different levels of income due to postponement of various activities the charity engage in.

Upon their review, the Trustees believe the charity will have sufficient resources to meet its liabilities as they fall due for the foreseeable future and therefore continue to adopt the going concern basis in preparing the financial statements.

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES (CONTINUED)

1.4 INCOME

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

Donated services or facilities are recognised when the CIO has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the CIO of the item is probable and that economic benefit can be measured reliably.

Core award income is recognised when the sale to the scheme participator is made and goods have been dispatched from the warehouse.

Fundraising income is recognised when the CIO has entitlement to it, the receipt is probable and the amount can be reliably measured.

Consultancy income is recognised during the month the consultancy services were performed.

Registration fees are recognised in the period to which they relate.

Grant income is recognised when the CIO has entitlement to it, the receipt is probable and the amount can be reliably measured. Any unspent balances are carried forward in the relevant fund.

1.5 EXPENDITURE

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

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds. Support costs are allocated to activities based on the proportion of time spent on those activities in the year.

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

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.6 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the CIO; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES (CONTINUED)

1.7 INTANGIBLE ASSETS AND AMORTISATION

Intangible assets costing £1,500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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

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

Amortisation is provided on the following bases:

Assets under construction	-	not amortised until complete and in use%
Database and website	-	10 years straight line

1.8 INVESTMENTS

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

1.9 STOCKS

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

1.10 DEBTORS

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

1.11 CASH AT BANK AND IN HAND

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

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES (CONTINUED)

1.12 LIABILITIES AND PROVISIONS

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

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

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and other similar charges.

1.13 GOVERNMENT GRANTS

Restricted Government grants are credited to the Statement of Financial Activities on receipt, any unspent funds at the year end are carried forward within restricted funds.

1.14 PENSIONS

The CIO contributes to personal pension plans for a number of employees and the pension charge represents the amounts payable by the CIO to the fund in respect of the Period.

1.15 FUND ACCOUNTING

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

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

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

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	1,263	1,263	139
	<u>139</u>	<u>139</u>	
TOTAL 2021	<u>139</u>	<u>139</u>	

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Award schemes - core awards	266,348	-	266,348	79,681
National Cycle Training Programme	1,400,000	17,000,000	18,400,000	13,139,000
Other grants	-	-	-	75,000
	<u>1,666,348</u>	<u>17,000,000</u>	<u>18,666,348</u>	<u>13,293,681</u>
TOTAL 2021	<u>994,681</u>	<u>12,299,000</u>	<u>13,293,681</u>	

Government grants totalling £18,400,00 (2021 - £13,214,000) were received from the Department for Transport; £18,400,000 (2021 - £13,139,000) to deliver the national cycle training programme, £NIL (2021 - £75,000) for the secondment of Paul Robison to the DfT.

4. INVESTMENT INCOME

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest	7,801	7,801	18,376
	<u>18,376</u>	<u>18,376</u>	
TOTAL 2021	<u>18,376</u>	<u>18,376</u>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

5. OTHER INCOMING RESOURCES

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Other income	20,854	20,854	458
	<u> </u>	<u> </u>	<u> </u>
TOTAL 2021	<u>458</u>	<u>458</u>	

6. EXPENDITURE ON RAISING FUNDS

FUNDRAISING TRADING EXPENSES

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Subsidiary trading costs	2,013	2,013	400
	<u> </u>	<u> </u>	<u> </u>
TOTAL 2021	<u>400</u>	<u>400</u>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

7. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
Award scheme	155,102	-	155,102	58,352
Core services	449,237	-	449,237	300,874
National Cycle Training Programme	894,184	16,271,007	17,165,191	6,819,965
Other projects	93,662	13,629	107,291	123,435
Widening Participation Fund	-	867,201	867,201	-
	<u>1,592,185</u>	<u>17,151,837</u>	<u>18,744,022</u>	<u>7,302,626</u>
TOTAL 2021	<u>768,540</u>	<u>6,534,086</u>	<u>7,302,626</u>	

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2022 £	Grant funding of activities 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Award scheme	133,961	-	21,141	155,102	58,352
Core services	206,740	-	242,497	449,237	300,874
National Cycle Training Programme	602,689	16,143,602	418,900	17,165,191	6,819,965
Other projects	13,629	93,662	-	107,291	123,435
Widening Participation Fund	-	846,654	20,547	867,201	-
	<u>957,019</u>	<u>17,083,918</u>	<u>703,085</u>	<u>18,744,022</u>	<u>7,302,626</u>
TOTAL 2021	<u>269,158</u>	<u>6,589,621</u>	<u>443,847</u>	<u>7,302,626</u>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Award scheme 2022 £	Core services 2022 £	National Cycle Training Programme 2022 £	Other projects 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	-	117,819	164,544	7,926	290,289	169,589
Other costs	133,961	88,921	438,145	5,703	666,730	99,569
	<u>133,961</u>	<u>206,740</u>	<u>602,689</u>	<u>13,629</u>	<u>957,019</u>	<u>269,158</u>
TOTAL 2021	<u><u>23,587</u></u>	<u><u>99,341</u></u>	<u><u>114,434</u></u>	<u><u>31,796</u></u>	<u><u>269,158</u></u>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Award scheme 2022 £	Core services 2022 £	National Cycle Training Programme 2022 £	Widening Participation 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	9,503	108,997	156,078	4,062	278,640	285,739
Depreciation	576	6,615	9,472	-	16,663	5,368
Professional Services	-	-	59,350	16,485	75,835	-
Promotion and comms	609	13,887	38,238	-	52,734	43,434
Professional fees	2,290	37,185	37,749	-	77,224	12,781
Audit and accounts	1,188	13,626	19,512	-	34,326	29,782
Rent	-	203	-	-	203	288
Insurance	185	2,119	3,034	-	5,338	4,415
Travel and subsistence	362	4,150	6,063	-	10,575	544
Training	94	1,084	1,552	-	2,730	2,619
Subscriptions	53	611	868	-	1,532	1,099
Office costs	4,930	29,174	54,071	-	88,175	12,856
IT costs	365	9,894	11,492	-	21,751	28,259
Bank charges	284	3,250	4,654	-	8,188	3,775
Memberships	14	226	324	-	564	422
Trustee expenses	44	510	731	-	1,285	23
Sundry office costs	25	3,863	5,541	-	9,429	394
Warehousing	619	7,103	10,171	-	17,893	8,449
Advertising	-	-	-	-	-	3,600
	<u>21,141</u>	<u>242,497</u>	<u>418,900</u>	<u>20,547</u>	<u>703,085</u>	<u>443,847</u>
TOTAL 2021	<u>34,765</u>	<u>201,533</u>	<u>207,549</u>	<u>-</u>	<u>443,847</u>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS (continued)

Governance costs included above totalled £37,928 (2021 - £29,805), being audit and accounts costs of £34,326 (2021 - £29,782), professional fees of £Nil (2021 - £Nil), and trustee expenses of £1,285 (2021 - £23).

Support costs are allocated on the basis of staff time spent on each activity.

9. ANALYSIS OF GRANTS

	Grants to Institutions 2022 £	Total funds 2022 £	Total funds 2021 £
Grants, DfT costs	16,143,602	16,143,602	6,497,982
Innovation SEND Grants	93,662	93,662	91,639
Widening Participation Grants	846,654	846,654	-
	<u>17,083,918</u>	<u>17,083,918</u>	<u>6,589,621</u>
TOTAL 2021	<u>6,589,621</u>	<u>6,589,621</u>	

A total of £12,954,590 (106 grants) were made to Local Authorities for the organisation and provision of Bikeability Training which ranged from £2,205 to £500,595. Grants paid in excess of £100,000 are summarised below, alongside their relevant comparatives. A total of £3,067,687 (61 grants) were made to School Games Organisers for the organisation and provision of Bikeability Training in their area ranging from £1,840 to £211,648. Grants paid in excess of £100,000 are summarised below, alongside their relevant comparatives. 45 widening participation grants totalling £846,654 were made and ranged from £1,500 to £48,510. In addition, £121,325 of Covid grants and innovation grants amounting to £92,662 were awarded in the year.

The Group has made the following material grants to institutions during the year

	2022 £	2021 £
Local authorities		
BCP Combined	131,521	-
Bolton Council	133,399	-
Bradford MDC	127,385	-
Bristol City Council	135,131	-
Buckinghamshire County Council	158,291	-
Cambridgeshire County Council	378,582	133,332
Cheshire East Council	245,949	-

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

Cheshire West and Chester Council	110,524	-
Cumbria County Council	225,092	-
Derby City Council	122,130	-
Devon County Council	376,879	161,210
East Sussex County Council	144,496	107,122
Essex County Council	338,897	192,711
Gloucestershire County Council	204,660	143,536
Hampshire County Council	426,825	184,894
Hertfordshire County Council	188,245	-
Hull City Council	104,222	-
Kent County Council	200,227	-
Lancashire County Council	500,595	244,878
Leeds City Council	450,270	153,995
Leicestershire County Council	147,657	-
Lincolnshire County Council	260,552	-
Liverpool City Region	358,386	-
Manchester City Council	116,012	-
Merseytravel	-	112,300
North Yorkshire County Council	150,930	-
Northamptonshire County Council	196,902	-
Nottinghamshire County Council	192,781	128,658
Oldham MBC	109,892	-
Oxfordshire County Council	164,610	-
Sheffield City Council	124,797	-
Shropshire Council	163,018	-
Solihull MBC	190,847	-
Staffordshire County Council	471,644	213,633
Stockport Council	114,457	-
Stoke-on-Trent City Council	174,734	-
Suffolk County Council	160,295	-
Surrey County Council	340,342	173,836
The Active Wellbeing Society on behalf of Birmingham City Council	340,478	117,718
Wakefield MDC	175,995	-
Warrington Borough Council	135,999	-
Warwickshire County Council	107,130	-
West Berkshire Council	103,248	-
West Sussex County Council	233,145	-
Wiltshire Council	143,775	-
Worcestershire County Council	158,521	-
61 (2021: 90) Grants under £100,000	3,415,123	3,119,027
	12,954,590	5,186,850

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

School game organisers

Buckshaw Primary School - Holy Cross	101,781	-
Sir John Hunt CSC	211,648	107,258
Swanwick School and Sports College	117,140	-
58 (2021: 61) Grants under £100,000	2,637,118	1,079,036
	3,067,687	1,186,294
	16,022,277	6,373,144

10. AUDITORS' REMUNERATION

	2022	2021
	£	£
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	11,500	9,400
Fees payable to the Charity's auditor in respect of:		
Taxation compliance services	1,000	950
All non-audit services not included above	21,826	19,432

11. STAFF COSTS, INCLUDING COSTS OF KEY MANAGEMENT PERSONNEL AND TRUSTEE EXPENSES

Staff costs were as follows:

	Group	Group	Charity	Charity
	2022	2021	2022	2021
	£	£	£	£
Wages and salaries	491,154	396,372	491,154	396,372
Social security costs	43,713	34,255	43,713	34,255
Other pensions costs	34,062	24,701	34,062	24,701
	568,929	455,328	568,929	455,328

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

11. STAFF COSTS, INCLUDING COSTS OF KEY MANAGEMENT PERSONNEL AND TRUSTEE EXPENSES (CONTINUED)

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

	Group 2022 No.	Group 2021 No.	Charity 2022 No.	Charity 2021 No.
Direct charitable and management	16	12	16	12

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

	Group 2022 No.	Group 2021 No.
In the band £60,001 - £70,000	1	-

The key management personnel of the charity comprise the Trustees, the Chief Executive, Director of Development and Operations, Director of Finance and Compliance and Director of Promotion and Communications. No Trustee received any remuneration or benefits in kind from the charity. The total employment benefits including employer pension and national insurance contributions of key management personnel were £193,272 (2021: £181,531).

During the period, 6 Trustees (2021 - 1) received reimbursement of travel expenses totalling £1,285 (2021: £23).

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

12. INTANGIBLE ASSETS

GROUP AND CHARITY

	Database and website £
COST	
At 1 April 2021	162,558
Additions	7,822
	<hr/>
At 31 March 2022	170,380
	<hr/>
AMORTISATION	
At 1 April 2021	5,368
Charge for the year	16,663
	<hr/>
At 31 March 2022	22,031
	<hr/>
NET BOOK VALUE	
	<hr/>
At 31 March 2022	148,349
	<hr/> <hr/>
At 31 March 2021	157,190
	<hr/> <hr/>

Intangibles consist of database and website development costs.

13. FIXED ASSET INVESTMENTS

	Investments in subsidiary companies £
CHARITY	
COST	
At 1 April 2021	100
	<hr/>
AT 31 MARCH 2022	100
	<hr/> <hr/>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

13. FIXED ASSET INVESTMENTS (CONTINUED)

PRINCIPAL SUBSIDIARIES

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered office or principal place of business	Class of shares	Holding
Bikeability Trading Limited	11794254	Salisbury House, Station Road, Cambridge, England, CB1 2LA	Ordinary	100%

Included in consolidation

Yes

The financial results of the subsidiary for the year were:

Name	Expenditure £	(Loss) for the year £	Net liabilities £
Bikeability Trading Limited	2,013	(2,013)	(2,313)

14. STOCKS

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Award material	37,525	99,069	37,525	99,069

15. DEBTORS

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade debtors	325	-	325	-
Amounts owed by group undertakings	-	-	1,722	41,046
Prepayments and accrued income	65,265	491,937	65,265	492,037
	65,590	491,937	67,312	533,083

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**NOTES TO THE FINANCIAL STATEMENTS
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16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade creditors	135,055	24,884	135,055	24,884
Other taxation and social security	378,515	17,808	378,515	17,808
Other creditors	2,059	2,417	2,059	2,517
Accruals	44,638	46,393	42,638	46,393
Grants payable	6,493,138	2,104,811	6,493,138	2,104,811
	7,053,405	2,196,313	7,051,405	2,196,413

The CIO contributes to employees personal pension plans. The pension cost charge represents contributions payable by the CIO to the personal pension plans and amounted to £33,588 (2021: £24,701). Contributions totalling £2,059 (2021: £2,417) were payable to the funds at the balance sheet date and are included in other creditors.

Included within Other taxation and social security is a VAT liability of £360,464 (2021: £nil) relating to historically unpaid VAT due to HMRC.

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Innovation fund	882,060	1,263	(528,725)	150,000	504,598
Intangible fixed assets fund	157,190	-	(16,663)	7,822	148,349
	<u>1,039,250</u>	<u>1,263</u>	<u>(545,388)</u>	<u>157,822</u>	<u>652,947</u>
GENERAL FUNDS					
General Funds	265,000	1,695,003	(1,046,797)	(157,822)	755,384
Subsidiary funds	(400)	-	(2,013)	-	(2,413)
	<u>264,600</u>	<u>1,695,003</u>	<u>(1,048,810)</u>	<u>(157,822)</u>	<u>752,971</u>
TOTAL UNRESTRICTED FUNDS	<u>1,303,850</u>	<u>1,696,266</u>	<u>(1,594,198)</u>	<u>-</u>	<u>1,405,918</u>
RESTRICTED FUNDS					
National Cycle Training Programme	4,937,017	17,000,000	(16,271,007)	(264,362)	5,401,648
Widening Participation Fund	1,500,000	-	(867,201)	264,362	897,161
Other projects	50,378	-	(13,629)	-	36,749
	<u>6,487,395</u>	<u>17,000,000</u>	<u>(17,151,837)</u>	<u>-</u>	<u>6,335,558</u>
TOTAL OF FUNDS	<u>7,791,245</u>	<u>18,696,266</u>	<u>(18,746,035)</u>	<u>-</u>	<u>7,741,476</u>

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

17. STATEMENT OF FUNDS (CONTINUED)

Designated Funds

The innovation fund is set aside for the innovation and development of Bikeability projects.

The intangible fixed assets fund represents the net book value of intangible fixed assets held by the CIO as shown in note 12.

Restricted Funds

National Cycle Training Programme relates to a grant from the Department for Transport payable to Local Authorities and SGOs to deliver the programme.

Widening Participation Fund relates to an underspend of DfT monies which were agreed to be allocated to a new project to identify children and groups less likely to access Bikeability Training due to various additional barriers, finding ways to inspire and enable them to cycle more through a range of pilot projects.

The transfer during the year relates to new underspends allocated by DfT.

Other projects relate to smaller projects outside of the National Cycle Training Programme.

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/(out) £	Balance at 31 March 2021 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Innovation fund	700,000	-	(130,224)	312,284	882,060
Intangible fixed assets fund	106,260	-	(5,368)	56,298	157,190
	<u>806,260</u>	<u>-</u>	<u>(135,592)</u>	<u>368,582</u>	<u>1,039,250</u>
GENERAL FUNDS					
General Funds	<u>257,184</u>	<u>1,013,654</u>	<u>(637,656)</u>	<u>(368,582)</u>	<u>264,600</u>
TOTAL UNRESTRICTED FUNDS	<u>1,063,444</u>	<u>1,013,654</u>	<u>(773,248)</u>	<u>-</u>	<u>1,303,850</u>
RESTRICTED FUNDS					
National Cycle Training Programme	635,999	12,299,000	(6,497,982)	(1,500,000)	4,937,017
Widening Participation Fund	-	-	-	1,500,000	1,500,000
Other projects	82,174	-	(31,796)	-	50,378
	<u>718,173</u>	<u>12,299,000</u>	<u>(6,529,778)</u>	<u>-</u>	<u>6,487,395</u>
TOTAL OF FUNDS	<u>1,781,617</u>	<u>13,312,654</u>	<u>(7,303,026)</u>	<u>-</u>	<u>7,791,245</u>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Intangible fixed assets	148,349	-	148,349
Current assets	1,832,364	12,814,168	14,646,532
Creditors due within one year	(574,795)	(6,478,610)	(7,053,405)
TOTAL	<u>1,405,918</u>	<u>6,335,558</u>	<u>7,741,476</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Intangible fixed assets	157,190	-	157,190
Current assets	1,238,162	8,592,206	9,830,368
Creditors due within one year	(91,502)	(2,104,811)	(2,196,313)
TOTAL	<u>1,303,850</u>	<u>6,487,395</u>	<u>7,791,245</u>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2022 £	Group 2021 £
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(49,769)	6,009,628
ADJUSTMENTS FOR:		
Amortisation charges	16,663	5,368
Investment income	(7,801)	(18,376)
Decrease/(increase) in stocks	61,544	(54,251)
Decrease/(increase) in debtors	426,347	(434,001)
Increase/(decrease) in creditors	4,857,092	(4,012,851)
NET CASH PROVIDED BY OPERATING ACTIVITIES	5,304,076	1,495,517

20. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2022 £	Group 2021 £
Cash in hand	14,543,417	9,239,362
TOTAL CASH AND CASH EQUIVALENTS	14,543,417	9,239,362

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	9,239,362	5,304,055	14,543,417
	9,239,362	5,304,055	14,543,417

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

22. RELATED PARTY TRANSACTIONS

There were no transactions with related parties in the year (2021: none).