
THE BIKEABILITY TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023



THE BIKEABILITY TRUST

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THE BIKEABILITY TRUST

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023**

Trustees	Alison Hill, Chair (resigned 17 April 2023) Imran Hussain John Jackson Andrew Milbourne, Chair from 10 November 2023 (previously Vice Chair) Richard Payn, Treasurer (resigned 20 November 2023) Christine Phillips (appointed 13 September 2022) Catherine Purcell (appointed 13 September 2022) Gavin Wheeler (resigned 24 January 2023) Esther Durrant (appointed 1 November 2022) Simon Horne, Chair (appointed 18 April 2023, resigned 8 November 2023) Steve Garidis (resigned 24 January 2023) John Wann (resigned 1 November 2022)
Charity registered number	1171111
Principal office	Salisbury House Station Road Cambridge CB1 2LA
Senior management team	Sue Brown, Director of Finance and Compliance Caroline Dawson, Director of Promotion and Communications Benjamin Smith, Director of Development Michelle Turnbull, Director of Operations
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

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

INTRODUCTION

The Trustees present this annual report together with the audited financial statements of the CIO for the period 1 April 2022 to 31 March 2023.

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



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 two 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 sixth 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 through Active Travel England and delivered through local authorities and School Games Organiser Host Schools. It has been in existence since 2007 and has delivered 4,587,140 Bikeability training sessions. This includes the 461,087 funded training places delivered in 2022-23 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 2022-23 we made plans to give teachers the skills to deliver basic cycling skills through our 'in school cycle training' pilot.

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. 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.

Our impact report for 2022 provides a summary of achievements of the Bikeability Industry led by the Bikeability Trust and can be found on our website: <https://www.bikeability.org.uk/about/funding-and-delivery>

The main achievements in 2022/23 were:

Promotion and Communications

Supported Bikeability industry

- Family training resources refreshed and relaunched
- Created and launched an industry toolkit for VIP and minister visits
- Ask the Trust webinar introduced to further engage and show openness to industry
- Well planned industry newsletters with engaging content. High open rates. Supported with bespoke communications when required.

Raised awareness and accessibility of Bikeability

- Developed Celebration of Bikeability day increasing engagement
- Led cycle to school week for the first time
- Developed social media, increased engagement and reach, more effective use of Facebook instructors' group and targeted competitions
- Improved accessibility of communications including website and social media to include ALT text and image description – only active travel charity doing this
- Placed PR, interviews and editorials in local, industry, leisure and charity press
- Supported nationwide events including Platinum Jubilee, clean air day, car free day, Commonwealth Games
- Launched first fundraising venture (London to Brighton)
- Developed Get / Go cycling areas on website and created fresh content in anticipation of digitisation
- Introduced regular blogs to the website

Worked in Partnership

- Worked with corporate and active travel partners on joint campaigns and offers
- Worked in collaboration with DfT on Highway Code awareness and behaviour campaigns
- Launched partnerships with ForMe, Love to Ride, Decathlon
- Created Pride campaign with PrideOut
- Introduced partner newsletter

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
- Responded to all enquiries from the public, professionals and Bikeability Industry
- Enhanced our Quality improvement service for Instructors and Grant Recipients via delivery of External Quality Assurance (EQA) plus Internal Quality Assurance self-help resources
- Reviewed the complaints process and the use of the contactus inbox
- Reviewed internal and external reporting and proposed use of Power BI
- Launched free subscription to UK Coaching for instructors
- Reviewed our awards material delivery system to create efficiency savings
- Organised annual industry conference
- Researched and developed plans for the digitisation of booking, consents and progress reports of Bikeability training
- Provided discounted NSPCC e-learning on safeguarding for our training providers
- Created instructor renewals process using Link
- Developed Link 'Find a course' tool and deregistration process
- Secured further instructor bursary funding for future new instructors to ensure the workforce is ready to expand

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
- Saw the completion of first Cycle Savvy Driving' pilot project receiving the final report from Ipsos UK, which showed very favourable outcomes from the pilot.
- Supported Dr Dan Bishop from Brunel University in his research into the impact of immersive reality training on teenagers, with the following papers published:
 - 'A brief gamified immersive intervention to improve 11–14-year-olds' cycling-related looking behaviour and situation awareness: A school-based pilot study' Bishop, DT., Daylamani-Zad, D., Dkaidek, TS., Fukaya, K. and Broadbent, DP. (2023)
 - 'Improving children's on-road cycling with immersive video-based training: A pilot study'. Bishop, DT., Dkaidek, TS., Atanasova, G. and Broadbent, DP. (2022)
- Completed the Erasmus project, supporting the development of training videos for children, a workbook for trainers, and an online teacher training programme
<https://safe4cycle2.com/hu/login>
- Annual presentation of Bikeability training data per constituency and borough through Polimapper.
- Development and launch of the online SEND training for all instructors
- Worked with TRL to develop a set of tools, surveys and questions, to use as ongoing monitoring and evaluation of Bikeability delivery. These are being implemented through the digitisation project
- The 'Fleet bikes' project, providing over 1000 cycles to grant recipient and training providers in England to support Bikeability delivery

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.

Plans for April 2023 – March 2024

In this financial year, a new Executive branch of Department for Transport, Active Travel England (ATE) has been established and through agreement, responsibility for the funding of Bikeability has moved to ATE. Policy responsibility for active travel remains with DfT, and ministerial sign off is required for major funding announcements.

We have modelled for ATE the grant funding required in order to make progress towards the Government's target of offering cycle training to all children. We have modelled this to mean that we will offer by 2025 our Level 2 on the road Bikeability course to at least 80% of children by the end of primary school. This will be supported by continued grant funding for Level 1, 3 and our 'Plus' courses (Balance and Learn to Ride). Our modelling has led to a confirmation of grant funding of £50 million for the Bikeability programme and Bikeability Trust to administer the programme up to April 2025.

In addition to England, we will take on responsibility for reporting of cycle training in London with Transport for London, and we are in discussion with Welsh Government to launch in Wales. At the time of writing, the final procurement of the Welsh contract remains to be confirmed.

In addition to the instructor led delivery of Bikeability we will pilot and embed a new way of delivering our early courses (Balance, Learn to Ride and Level 1), through a model of in school delivery. This will involve training teachers and TA's to deliver Bikeability.

We will continue to take action on barriers to taking part in Bikeability through:

- Instructor bursaries to increase available instructor hours
- Offering fleets of cycles to training providers to loan for children's training
- Special educational needs funding and training

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:

- ATE 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 offering cycle training to every child and adult
- Instructor recruitment fails to secure the workforce required to deliver scale up

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

The key activities we have agreed for the Trust for 2023-24 are:

Objective 1: Fulfil the ATE grant agreement through the provision of:

- a. Grants management to:
 - A. Manage the grant allocation process to Local Highways Authorities (LHA)
 - B. Provide support to Grant Recipients through effective communications with LHA's to encourage applications for funding and make recommendations to Active Travel England for disbursement of grants.
 - C. Processing and payment of grants to LHA's by drawing down funds from ATE in advance of claims, processing and paying quarterly grants and reporting monthly progress to ATE on grant spend.
 - D. Monitor grant expenditure of LHA's using Bikeability Link and agreed reporting requirements. Provide accuracy and spot checks of grant amendments. Produce year end monitoring reports and publish delivery figures. Record and keep accurate financial records for audit purpose.
 - E. Submit plans to ATE for the effective use of Bikeability programme underspend.
 - F. Lobby for a phased LHA grant allocation process for adult cycle training funding.
- b. Operations function to provide support, registration, renewals, complaints, safeguarding, serious incidents and quality assurance of Bikeability Industry:
 - A. Maintain and host ATE's Bikeability Link database of registered instructors, training providers and grant recipients.
 - B. Ensure that reporting requirements of the number of places by course, location and demographic data are collected by grant recipients and training providers.
 - C. Assess and approve applications from Training providers and Instructors to Register, including managing and assuring an annual re-registration, issuing Registration numbers and maintaining secure and accurate records with the Bikeability database. Registration and assurance criteria will be agreed with ATE and only Registered bodies may deliver Bikeability-branded training.

- D. Manage the internal quality assurance and external quality assurance (including support and mentoring) systems for training providers. Agree a programme of visits and contracts with Quality Consultants. Provide an annual quality report to ATE.
 - E. Manage information gathering to gather intelligence and information from Bikeability providers as required to monitor performance, engage the Industry and inform programme development and reporting of KPIs.
 - F. Manage the production, storage and distribution of Bikeability award materials. Ensure responsibility for administration of VAT on awards materials and recovery of late payments. Respond to customer enquires. Ensure that there is an appropriate SLA for handling and fulfilment of orders and that materials are available to Registered participants only, and are of suitable standard and quality, in order to protect the integrity of the Bikeability brand.
 - G. Scope and develop digital awards materials including a focus on inclusivity and accessibility.
 - H. Scope and develop a Bikeability Theory of change and evaluation framework, working with ATE and DfT active travel research teams to ensure the framework can collect monitoring data to support Departmental priorities.
 - I. Implement an evaluation system to collate information about the outcomes and impact of Bikeability.
 - J. Provide advice and support to Bikeability professionals and members of the public via contactus@bikeability.org.uk and the Trust telephone number.
 - K. Provide instructor and training provider workforce capacity review and monitoring.
- c. Communications function to ensure that the Bikeability Industry receives regular information to unite behind strategy and mission. A public communications function to ensure the benefits of Bikeability are more effectively understood:
- A. Communicate to Bikeability Industry all necessary information to run Bikeability effectively.
 - B. Provide communications to corporate partners, active travel organisations and the general public to build the profile of Bikeability.
 - C. Manage the Bikeability website and ensure it is updated with information for public and Bikeability professionals.
 - D. Manage all media interactions and PR.
 - E. Manage existing partnerships that support future Bikeability innovation. All partnerships to be agreed with ATE as part of scrutiny meetings.
 - F. Review branding requirements for all cycle training and protect the brand integrity.
- d. Development projects as agreed with ATE that increase the effectiveness of Bikeability
- A. Provide expert advice from qualified and registered Bikeability Instructors working within the development team on improvements to cycle training design and delivery, and work with DfT, ATE and others to develop and deliver future projects.
 - B. Work in partnership with ATE to support delivery of wider ATE strategy and CWIS objectives.
 - C. Work with Modeshift STARS on Active Travel Academies.
 - D. Support Brunel University IR / VR interventions work.
 - E. Scope and develop a pilot project with the Premiere League Charitable Foundation on Bikeability cycling skills in football clubs Kicks programme.
 - F. Continue to improve and increase Bikeability Instructor workforce piloting new forms of Bikeability which may include immersive reality and ADI work.
 - G. Review the Level 3 Instructor Training to meet revised Ofqual regulations.
 - H. Review the Recognised Delivery Centre model.
 - I. Micro-mobility / E-cycle training guide development (TBC: pending Transport Bill and DfT steer).

Measure of effectiveness: Corporate dashboard KPIs

Objective 2: Make progress towards the Bikeability Trust strategic goals through:

- I. Provide monthly reports to ATE to monitor and direct the delivery of the Bikeability programme
- II. Maintain existing and develop new partnerships to increase awareness and funding for Bikeability through campaigns, competitions and industry discounts
- III. Develop and implement innovation funding for future Bikeability delivery to add value to the main grants portfolio for every child
- IV. Develop and deliver the Trust's public affairs programme
- V. Review London to Brighton pilot and recommend approach for future challenge events to raise funding for Innovation Fund
- VI. Ensure Trust governance maintains compliance with all charity commission and relevant regulatory report
- VII. Ensure the impact of the Trust's work is accurately reported and promoted
- VIII. Deliver a peer governance review with another charity
- IX. Consider income generation opportunity through development of e-learning products for adults. This may include delivery cycle riders

Measure of effectiveness: Trustee reporting

Objective 3: Ensure the Bikeability Industry is levelling up to offer 80% of children Bikeability Level 2 by 2025

- I. Establish a Bikeability expansion project working group
- II. Develop change programme based on the future model of cycle training for children and consider inclusion of adults
- III. Provide project management for the change programme including reporting of progress to ATE
- IV. Provide additional operational support to LHA's who offer below 50% of Year 6 children to enable them to scale up
- V. Pilot, review and embed a cost-effective way to deliver early cycling courses within school and community groups (Get Cycling primary school model), ensuring Instructor resource focussed 'on road' cycle training (Level 2)
- VI. Review branding requirements for all cycle training
- VII. Embed innovation in the use of Immersive Reality cycle training
- VIII. Implement Digitisation project to ensure more effective user journey in booking, delivery and reporting of Bikeability

Measure of effectiveness: Corporate Dashboard KPIs (focus on Industry measures)

Objective 4: Launch Bikeability in Wales and provide management to support Welsh Government contract terms and conditions

Objective 5: Provide reporting oversight for cycle training in London for Transport for London

- I. Provide operational support to London Boroughs to manage their grant funding allocation. Respond to any enquires from London Boroughs
- II. Report on take up of Instructor bursaries to support London workforce
- III. Provide communications to London Boroughs through the Bikeability industry communications programme
- IV. Provide quarterly reports to TfL from Link system on London funding and delivery
- V. Manage the internal quality assurance and external quality assurance (including support and mentoring) systems for training providers. Agree a programme of visits and contracts with Quality Consultants

Measure of effectiveness: monthly reporting KPI's to TfL

This Business Plan has been scrutinised by Active Travel England and the Finance & Audit Committee of the Bikeability Trust. It has been reviewed by the Board of Trustees, and was formally signed off at the 18th April 2023 Board meeting.

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 through ATE. The Group has made a surplus of income over expenditure on unrestricted funds of £13,252. This is split into a deficit on designated funds of £208,128 of which £148,349 related to the write off of the intangible fixed asset, and a surplus on general funds of £221,380. This is the result of careful monitoring of costs, a small efficient team of staff who support the Trustees in their work. The Trust currently has unrestricted general reserves brought forward of £400,000. The Trustees have decided that this level of reserves should be retained in addition to £358,669 of costs relating to projects to be completed during 2023-25 thereby allowing a transfer to the Innovation Fund of £220,600.

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. Grants have also been awarded to other organisations in line with our charitable objectives. In all cases the grant recipients have applied for

funding which were then assessed and awarded based on factors such as impact, levels of demand and efficiency in delivery. We, at the Trust, monitor all grant usage and review payment claims to ensure funds are only released when training has taken place or grant terms have been satisfied.

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.

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 Executive Director 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://bikeabilitytrust.org/about>

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 term; 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 Chief Executive Officer (CEO). Following appointment, the successful candidate meets the Chair and CEO 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 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:

A J Milbourne

Mr A Milbourne
Trustee

Date: 23 January 2024

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 2023 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 2023 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.

THE BIKEABILITY TRUST

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.

THE BIKEABILITY TRUST

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

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures 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: 23 January 2024

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 2023**

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
INCOME FROM:					
Donations and legacies	2	1,535	1,886	3,421	1,263
Charitable activities	3	1,587,412	18,219,128	19,806,540	18,666,348
Investments	4	109,832	-	109,832	7,801
Other income	5	4,814	-	4,814	20,854
TOTAL INCOME		1,703,593	18,221,014	19,924,607	18,696,266
EXPENDITURE ON:					
Raising funds	6	2,505	-	2,505	2,013
Charitable activities	7	1,687,836	18,539,925	20,227,761	18,744,022
TOTAL EXPENDITURE		1,690,341	18,539,925	20,230,266	18,746,035
NET MOVEMENT IN FUNDS		13,252	(318,911)	(305,659)	(49,769)
RECONCILIATION OF FUNDS:					
Total funds brought forward	17	1,405,918	6,335,558	7,741,476	7,791,245
Net movement in funds	17	13,252	(318,911)	(305,659)	(49,769)
TOTAL FUNDS CARRIED FORWARD		1,419,170	6,016,647	7,435,817	7,741,476

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

The notes on pages 21 to 44 form part of these financial statements.

THE BIKEABILITY TRUST

**CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2023**

	Note	2023 £	2022 £
FIXED ASSETS			
Intangible assets	12	-	148,349
		<hr/>	<hr/>
		-	148,349
CURRENT ASSETS			
Stocks	14	17,515	37,525
Debtors	15	242,281	65,590
Cash at bank and in hand		15,511,018	14,543,417
		<hr/>	<hr/>
		15,770,814	14,646,532
Creditors: amounts falling due within one year	16	(8,334,997)	(7,053,405)
		<hr/>	<hr/>
NET CURRENT ASSETS		7,435,817	7,593,127
		<hr/>	<hr/>
TOTAL NET ASSETS		7,435,817	7,741,476
		<hr/> <hr/>	<hr/> <hr/>
CHARITY FUNDS			
Restricted funds	17	6,016,647	6,335,558
Unrestricted funds	17	1,419,170	1,405,918
		<hr/>	<hr/>
TOTAL FUNDS		7,435,817	7,741,476
		<hr/> <hr/>	<hr/> <hr/>

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

A J Milbourne

**Mr A Milbourne
Trustee**

Date: 23 January 2024

The notes on pages 21 to 44 form part of these financial statements.

THE BIKEABILITY TRUST

**CHARITY BALANCE SHEET
AS AT 31 MARCH 2023**

	Note	2023 £	2022 £
FIXED ASSETS			
Intangible assets	12	-	148,349
Investments	13	100	100
		<hr/> 100	<hr/> 148,449
CURRENT ASSETS			
Stocks	14	17,515	37,525
Debtors	15	248,127	67,312
Cash at bank and in hand		15,507,630	14,542,008
		<hr/> 15,773,272	<hr/> 14,646,845
Creditors: amounts falling due within one year	16	(8,332,637)	(7,051,405)
		<hr/> 7,440,635	<hr/> 7,595,440
NET CURRENT ASSETS		<hr/> 7,440,635	<hr/> 7,595,440
TOTAL NET ASSETS		<hr/> 7,440,735 <hr/>	<hr/> 7,743,889 <hr/>
CHARITY FUNDS			
Restricted funds	17	6,016,647	6,335,558
Unrestricted funds	17	1,424,088	1,408,331
		<hr/> 7,440,735 <hr/>	<hr/> 7,743,889 <hr/>
TOTAL FUNDS		<hr/> 7,440,735 <hr/>	<hr/> 7,743,889 <hr/>

The Charity's net movement in funds for the year was £(303,154) (2022 - £(47,756)).

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

A J Milbourne

Mr A Milbourne
Trustee

Date: 23 January 2024

The notes on pages 21 to 44 form part of these financial statements.

THE BIKEABILITY TRUST

**CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	2023 £	2022 £
CASH FLOWS FROM OPERATING ACTIVITIES			
Net cash provided from operating activities	19	857,769	5,304,076
CASH FLOWS FROM INVESTING ACTIVITIES			
Dividends, interests and rents from investments		109,832	7,801
Purchase of intangible assets		-	(7,822)
NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES		109,832	(21)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR		967,601	5,304,055
Cash and cash equivalents at the beginning of the year		14,543,417	9,239,362
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	20	15,511,018	14,543,417

The notes on pages 21 to 44 form part of these financial statements

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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 to 31 March 2025 and have agreed funding from Active Travel England for this period. 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 2023**

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. Where the criteria is not met, income is deferred.

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. Support costs are allocated to activities based on the proportion of time spent on those activities in the year.

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.

All expenditure is inclusive of irrecoverable VAT.

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 2023

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 2023**

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

Government grants are accounted for in line with grant income (see 1.4).

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 2023**

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations	1,535	1,886	3,421	1,263
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL 2022	1,263	-	1,263	
	<hr/>	<hr/>	<hr/>	

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Award schemes - core awards	254,079	-	254,079	266,348
National Cycle Training Programme	1,333,333	18,219,128	19,552,461	18,400,000
	<hr/>	<hr/>	<hr/>	<hr/>
	1,587,412	18,219,128	19,806,540	18,666,348
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL 2022	1,666,348	17,000,000	18,666,348	
	<hr/>	<hr/>	<hr/>	

Government grants totalling £19,552,461 (2022 - £18,400,000) were received from the Department for Transport to deliver the national cycle training programme.

4. INVESTMENT INCOME

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Bank interest	109,832	109,832	7,801
	<hr/>	<hr/>	<hr/>
TOTAL 2022	7,801	7,801	
	<hr/>	<hr/>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

5. OTHER INCOMING RESOURCES

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Other income	4,814	4,814	20,854
	<u> </u>	<u> </u>	<u> </u>
TOTAL 2022	<u>20,854</u>	<u>20,854</u>	

6. EXPENDITURE ON RAISING FUNDS

FUNDRAISING TRADING EXPENSES

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Subsidiary trading costs	2,373	2,373	2,013
	<u> </u>	<u> </u>	<u> </u>
TOTAL 2022	<u>2,013</u>	<u>2,013</u>	

OTHER TRADING EXPENSES

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Administration expenses	132	132	-
	<u> </u>	<u> </u>	<u> </u>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

7. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Award scheme	163,622	-	163,622	155,102
Core services	408,092	-	408,092	449,237
National Cycle Training Programme	699,414	17,786,880	18,486,294	17,165,191
Other projects	416,708	7,461	424,169	107,291
Widening Participation Fund	-	745,584	745,584	867,201
	<u>1,687,836</u>	<u>18,539,925</u>	<u>20,227,761</u>	<u>18,744,022</u>
	<u>1,552,809</u>	<u>17,191,213</u>	<u>18,744,022</u>	
TOTAL 2022				

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2023 £	Grant funding of activities 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Award scheme	144,861	-	18,761	163,622	155,102
Core services	246,103	-	161,989	408,092	449,237
National Cycle Training Programme	671,941	17,360,206	454,147	18,486,294	17,165,191
Other projects	404,411	13,662	6,096	424,169	107,291
Widening Participation Fund	33,180	690,193	22,211	745,584	867,201
	<u>1,500,496</u>	<u>18,064,061</u>	<u>663,204</u>	<u>20,227,761</u>	<u>18,744,022</u>
	<u>957,019</u>	<u>17,083,918</u>	<u>703,085</u>	<u>18,744,022</u>	
TOTAL 2022					

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Award scheme 2023 £	Core services 2023 £	National Cycle Training Programme 2023 £	Other projects 2023 £
Staff costs	-	186,181	273,527	24,114
Other costs	144,861	59,922	398,414	380,297
	<u>144,861</u>	<u>246,103</u>	<u>671,941</u>	<u>404,411</u>
TOTAL 2022	<u><u>133,961</u></u>	<u><u>206,740</u></u>	<u><u>602,689</u></u>	<u><u>13,629</u></u>

	Widening Participation 2023 £	Total funds 2023 £	Total funds 2022 £
Staff costs	16,695	500,517	290,289
Other costs	16,485	999,979	666,730
	<u>33,180</u>	<u>1,500,496</u>	<u>957,019</u>
TOTAL 2022	<u><u>-</u></u>	<u><u>957,019</u></u>	

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Award scheme 2023 £	Core services 2023 £	National Cycle Training Programme 2023 £	Other Projects 2023 £
Staff costs	10,189	101,560	187,840	-
Depreciation	-	-	148,349	-
Professional Services	-	-	3,600	-
Promotion and comms	153	8,986	31,502	5,862
Professional fees	845	12,954	22,140	-
Audit and accounts	1,323	13,190	24,395	-
Insurance	267	2,664	4,928	168
Travel and subsistence	582	5,740	10,450	66
Training	158	1,579	2,921	-
Subscriptions	79	787	1,457	-
Office costs	4,899	2,650	18	-
IT costs	95	7,235	7,048	-
Bank charges	79	786	1,389	-
Trustee expenses	45	446	826	-
Sundry office costs	47	3,412	7,284	-
Warehousing	-	-	-	-
	<u>18,761</u>	<u>161,989</u>	<u>454,147</u>	<u>6,096</u>
TOTAL 2022	<u><u>21,141</u></u>	<u><u>242,497</u></u>	<u><u>418,900</u></u>	<u><u>-</u></u>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS (continued)

	Widening Participation 2023 £	Total funds 2023 £	Total funds 2022 £
Staff costs	-	299,589	278,640
Depreciation	-	148,349	16,663
Professional Services	21,980	25,580	75,835
Promotion and comms	-	46,503	52,734
Professional fees	-	35,939	77,224
Audit and accounts	-	38,908	34,326
Insurance	-	8,027	5,338
Travel and subsistence	166	17,004	10,575
Training	-	4,658	2,730
Subscriptions	-	2,323	1,532
Office costs	-	7,567	88,175
IT costs	-	14,378	21,751
Bank charges	65	2,319	8,188
Trustee expenses	-	1,317	1,285
Sundry office costs	-	10,743	10,196
Warehousing	-	-	17,893
	<u>22,211</u>	<u>663,204</u>	<u>703,085</u>
TOTAL 2022	<u>20,547</u>	<u>703,085</u>	

Governance costs totalled £42,585 (2022 - £37,611), being audit and accounts costs of £41,268 (2022 - £36,326), and trustee expenses of £1,317 (2022 - £1,285).

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

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

9. ANALYSIS OF GRANTS

	Grants to Institutions 2023 £	Total funds 2023 £	Total funds 2022 £
Grants, DfT costs	17,360,206	17,360,206	16,143,602
Innovation SEND Grants	13,662	13,662	93,662
Widening Participation Grants	690,193	690,193	846,654
	<u>18,064,061</u>	<u>18,064,061</u>	<u>17,083,918</u>
	<u>18,064,061</u>	<u>18,064,061</u>	<u>17,083,918</u>
TOTAL 2022	<u>17,083,918</u>	<u>17,083,918</u>	

A total of £14,047,390 (107 grants) were made to Local Authorities for the organisation and provision of Bikeability Training which ranged from £11,121 to £600,661.

A total of £3,012,648 (58 grants) were made to School Games Organisers for the organisation and provision of Bikeability Training in their area ranging from £420 to £190,669. A further £168 was granted directly to a training provider.

A grant of £300,000 was awarded to Modeshift for the Modeshift STARs Active Travel Academies.

40 widening participation grants totalling £690,193 were made and ranged from £1,167 to £37,380.

Innovation grants amounting to £13,662 were awarded in the year.

Grants paid in excess of £100,000 are summarised below, alongside their relevant comparatives.

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
LOCAL AUTHORITIES		
Barnsley MBC	152,001	-
Bolton Council	141,558	133,399
Bournemouth, Poole and Christchurch Council	165,510	131,521
Bradford MDC	165,405	127,385
Bristol City Council	142,490	135,131
Buckinghamshire County Council	156,617	158,291
Calderdale MBC	115,484	-
Cambridgeshire County Council	351,734	378,582
Cheshire East Council	240,068	245,949
Cheshire West and Chester Council	117,860	110,524
Cumbria County Council	237,944	225,092
Derby City Council	119,348	122,130
Devon County Council	339,181	376,879
Dorset Council	111,940	-
East Sussex County Council	139,090	144,496
Essex County Council	368,457	338,897
Gloucestershire County Council	223,110	204,660
Hampshire County Council	345,450	426,825
Hertfordshire County Council	168,305	188,245
Hull City Council	-	104,222
Kent County Council	168,987	200,227
Lancashire County Council	600,661	500,595
Leeds City Council	506,991	450,270
Leicestershire County Council	123,751	147,657
Lincolnshire County Council	267,463	260,552
Liverpool City Region	493,944	358,386
Manchester City Council	132,112	116,012
Newcastle City Council	111,970	-
Norfolk County Council	143,305	-
North Yorkshire County Council	130,185	150,930
Northamptonshire County Council	-	196,902
Northumberland County Council	103,228	-
Nottinghamshire County Council	234,703	192,781
Oldham MBC	-	109,892
Oxfordshire County Council	206,010	164,610
Sheffield City Council	183,655	124,797
Shropshire Council	163,471	163,018
Solihull MBC	217,533	190,847
Somerset County Council	103,075	-
Staffordshire County Council	514,786	471,644

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

Stockport Council	115,909	114,457
Stoke-on-Trent City Council	165,829	174,734
Suffolk County Council	142,850	160,295
Sunderland City Council	100,863	-
Surrey County Council	329,719	340,342
The Active Wellbeing Society on behalf of Birmingham City Council	291,490	340,478
Wakefield MDC	186,450	175,995
Warrington Borough Council	144,180	135,999
Warwickshire County Council	-	107,130
West Berkshire Council	125,027	103,248
West Northamptonshire Council	216,978	-
West Sussex County Council	233,145	233,145
Wiltshire Council	153,823	143,775
Worcestershire County Council	181,753	158,521
Other (under £100,000)	3,451,992	3,321,461
	14,047,390	12,860,928

SCHOOL GAME ORGANISERS

Buckshaw Primary School - Holy Cross	-	101,781
Mountbatten School	122,375	-
Newsome High School and Sports College	109,806	-
Sir John Hunt CSC	190,669	211,648
Swanwick School and Sports College	106,081	117,140
The Henry Cort Community College	100,840	-
Other (under £100,000)	2,382,877	2,646,058
	3,012,648	3,076,627

OTHER FUNDS

Modeshift	300,000	-
Widening Participation	690,193	846,654
Innovation SEND grants	13,662	299,709
Training provider	168	-
	1,004,023	1,146,363
	18,064,061	17,083,918

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

10. AUDITORS' REMUNERATION

	2023 £	2022 £
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	15,810	13,100
Fees payable to the Charity's auditor in respect of:		
Taxation compliance services	1,540	1,400
All non-audit services not included above	23,918	21,826

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

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

Staff costs were as follows:

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Wages and salaries	682,563	491,154	682,563	491,154
Social security costs	68,634	43,713	68,634	43,713
Other pensions costs	48,909	34,062	48,909	34,062
	800,106	568,929	800,106	568,929

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

	Group 2023 No.	Group 2022 No.	Charity 2023 No.	Charity 2022 No.
Direct charitable and management	20	16	20	16

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

	Group 2023 No.	Group 2022 No.
In the band £60,001 - £70,000	-	1
In the band £70,001 - £80,000	1	-

The key management personnel of the charity comprise the Trustees, the Chief Executive, Director of Development, Director of 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 £284,229 (2022: £193,272).

During the period, 7 Trustees (2022 - 6) received reimbursement of travel expenses totalling £1,317 (2022: £1,285).

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

12. INTANGIBLE ASSETS

GROUP AND CHARITY

	Database and website £
COST	
At 1 April 2022	170,380
At 31 March 2023	<u>170,380</u>
AMORTISATION	
At 1 April 2022	22,031
Charge for the year	148,349
At 31 March 2023	<u>170,380</u>
NET BOOK VALUE	
At 31 March 2023	<u>-</u>
At 31 March 2022	<u>148,349</u>

Intangibles consist of database and website development costs.

During the year the trustees re-considered the useful economic life of the intangible assets and determined this to be less than one year and as a result have written the assets down to nil.

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

13. FIXED ASSET INVESTMENTS

	Investments in subsidiary companies £
CHARITY	
COST	
At 1 April 2022	100
AT 31 MARCH 2023	<u>100</u>

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	(2,505)	(2,505)	(4,818)

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

14. STOCKS

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Award material	17,515	37,525	17,515	37,525

15. DEBTORS

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Trade debtors	43,821	325	43,821	325
Amounts owed by group undertakings	-	-	5,846	1,722
Other debtors	9,519	-	9,519	-
Prepayments and accrued income	188,941	65,265	188,941	65,265
	242,281	65,590	248,127	67,312

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Trade creditors	219,077	135,055	219,077	135,055
Other taxation and social security	403,241	378,515	403,241	378,515
Other creditors	1,130	2,059	1,130	2,059
Accruals and deferred income	2,068,193	44,638	2,065,833	42,638
Grants payable	5,643,356	6,493,138	5,643,356	6,493,138
	8,334,997	7,053,405	8,332,637	7,051,405

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 £48,909 (2022: £34,062). No contributions were payable to the funds at the balance sheet date (2022: £61 included in other creditors).

Included within Other taxation and social security is a VAT liability of £385,486 (2022: £360,464) relating to historically unpaid VAT due to HMRC.

	Group 2023 £	Group 2022 £
Deferred income at 1 April 2022	-	-
Resources deferred during the year	1,984,370	-
	1,984,370	-

Deferred income represents underspend on grant income received which is rolled over into the next financial year's funding.

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/(out) £	Balance at 31 March 2023 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Innovation fund	504,598	1,535	(61,314)	220,600	665,419
Intangible fixed assets fund	148,349	-	(148,349)	-	-
	<u>652,947</u>	<u>1,535</u>	<u>(209,663)</u>	<u>220,600</u>	<u>665,419</u>
GENERAL FUNDS					
General Funds - all funds	755,384	1,702,058	(1,478,173)	(220,600)	758,669
Subsidiary funds	(2,413)	-	(2,505)	-	(4,918)
	<u>752,971</u>	<u>1,702,058</u>	<u>(1,480,678)</u>	<u>(220,600)</u>	<u>753,751</u>
TOTAL UNRESTRICTED FUNDS	<u>1,405,918</u>	<u>1,703,593</u>	<u>(1,690,341)</u>	<u>-</u>	<u>1,419,170</u>
RESTRICTED FUNDS					
National Cycle Training Programme	5,401,648	17,919,128	(17,486,880)	-	5,833,896
Widening Participation Fund	897,161	-	(745,584)	-	151,577
Modeshift	-	300,000	(300,000)	-	-
Other projects	36,749	1,886	(7,461)	-	31,174
	<u>6,335,558</u>	<u>18,221,014</u>	<u>(18,539,925)</u>	<u>-</u>	<u>6,016,647</u>
TOTAL OF FUNDS	<u><u>7,741,476</u></u>	<u><u>19,924,607</u></u>	<u><u>(20,230,266)</u></u>	<u><u>-</u></u>	<u><u>7,435,817</u></u>

THE BIKEABILITY TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

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 prior year relates to new underspends allocated by DfT.

During the year grant funding received from DfT amounting to £300,000 was awarded to Modeshift for the Modeshift STARS Active Travel Academies.

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 2023**

17. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR 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 - all 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
Modeshift	50,378	-	(13,629)	-	36,749
Other projects	-	-	-	-	-
	<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><u>7,791,245</u></u>	<u><u>18,696,266</u></u>	<u><u>(18,746,035)</u></u>	<u><u>-</u></u>	<u><u>7,741,476</u></u>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Current assets	2,126,441	13,644,373	15,770,814
Creditors due within one year	(707,271)	(7,627,726)	(8,334,997)
TOTAL	<u>1,419,170</u>	<u>6,016,647</u>	<u>7,435,817</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR 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>

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

	Group 2023 £	Group 2022 £
Net expenditure for the year (as per Statement of Financial Activities)	<u>(305,659)</u>	<u>(49,769)</u>
ADJUSTMENTS FOR:		
Amortisation charges	148,349	16,663
Investment income	(109,832)	(7,801)
Decrease in stocks	20,010	61,544
(Increase)/decrease in debtors	(176,691)	426,347
Increase in creditors	1,281,592	4,857,092
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>857,769</u>	<u>5,304,076</u>

THE BIKEABILITY TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

20. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2023 £	Group 2022 £
Cash in hand	15,511,018	14,543,417
TOTAL CASH AND CASH EQUIVALENTS	15,511,018	14,543,417

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2022 £	Cash flows £	At 31 March 2023 £
Cash at bank and in hand	14,543,417	967,601	15,511,018
	14,543,417	967,601	15,511,018

22. RELATED PARTY TRANSACTIONS

There were no transactions with related parties in the year (2022: None).