

The National Association of School-Based Teacher Trainers

Annual Report and Accounts

31 July 2021

Charity Registration Number
1176171

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Legal and administrative information

Trustees	Mrs Elizabeth Ford (resigned 6 December 2020) Mr Kim Francis Mr Patrick Garton Mrs Claire Harnden Mr Ian Charles Hollingsworth Mr David John Maynard Mr Andrew Ogden Mrs Helen Ostell Mr David Parker Mrs Anna Richards Mr Stuart Graham Russell Mrs Kay Lesley Truscott-Howell
Executive team	Mrs Emma Hollis (Executive Director) Miss Alison Hobson (Executive Officer) Mrs Jayne Hoskins (Communications Manager)
Registered office	The Priory Centre 63 Newnham Avenue Bedford MK41 9QJ
Registered number	1176171
Independent examiner	Hugh Swainson Buzzacott LLP 130 Wood Street London EC2V 6DL
Bankers	Barclays Bank UK 1 Churchill Place London E14 5HP

The trustees present their report along with the accounts of the National Association of School-Based Teacher Trainers (the charity) for the year ended 31 July 2021. The accounts have been prepared in accordance with the accounting policies set out on pages 10 to 12 therein and comply with the charity's trust deed, the Charities Act 2011 and the 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 United Kingdom and Republic of Ireland (FRS 102).

Structure, governance and management

Organisational structure

The National Association of School-Based Teacher Trainers (NASBTT) is a Charitable Incorporated Organisation (CIO). The entity was incorporated on 7 December 2017. It is governed by its memorandum and articles of association which were adopted on 7 December 2017. This replaced an earlier construct of NASBTT which was an unincorporated membership organisation. The assets of this earlier version of NASBTT were transferred to the new construct which was duly registered with the Charity Commission under charity number 1176171. Although the legal form of the organisation has changed the activities remain consistent with the previous entity.

Key management

The Trustees consider that they, together with the Executive Director, Executive Officer and Communications Manager comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

None of the Trustees receive remuneration in connection with their duties as trustees.

Appointment of trustees

The NASBTT Trustees ("the appointing body") may appoint further NASBTT Trustees. Any appointment must be made at a meeting held according to the ordinary practice of the appointing body and is for a standard term of three years. Any person who retires as a NASBTT Trustee by rotation or by giving notice to NASBTT is eligible for re-appointment.

Statement of trustees' responsibilities

The trustees are responsible for preparing the trustees' report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in the Charities SORP;
- ◆ make judgements and estimates that are reasonable and prudent;

Statement of trustees' responsibilities (continued)

- ◆ state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk management

The trustees have examined the major risks which the charity faces and confirm that systems are in place to mitigate its exposure to those risks.

The principal risks identified by the trustees are:

- ◆ A failure to generate sufficient subscription income to cover the cost of running the programme of charitable events during the year. This is mitigated by the charity raising funds in advance and closely monitoring income.
- ◆ The operational risk from low uptake of new programmes. This is mitigated through close involvement of trustees in the planning of such programmes and the ongoing review of such projects funded through the charity's charitable expenditure.
- ◆ The impact of coronavirus on the charity, details of the response of the charity to the emerging risk of coronavirus are detailed within this report.

Objectives and activities

The primary object of the charity, as stated in its governing document, is the advancement of education of pupils/children in schools through the raising of standards and development of high quality learning and teaching by promoting programmes of initial training, education and professional development of teachers. It also aims to achieve the representation, support and development of schools-driven teacher training, facilitating co-operation and communication between member institutions and providing a forum for sharing information and evidence-based research.

NASBTT represents the interests of schools-led initial teacher training (ITT) provision in relation to the development, implementation and influencing of national policy to the extent this is permissible within the legal framework for a charity in England and Wales. It supports those with responsibility for the overall management of schools-led ITT Provision in schools and other institutions.

Public benefit

In setting the charity's objectives and planning its activities, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

The Executive Director continued to develop relationships with a wide range of stakeholders including education ministers and key personnel at the Department for Education, Ofsted, UCET, Chartered College of Teaching, Institute for Apprenticeship and the Teaching Schools Council. These relationships support advocacy for and on behalf of our members' interests and directly shape education policy in response to ever changing circumstances.

NASBTT introduced its *Trainee Subject Networks* in January 2021 to support providers with developing trainees' subject knowledge. 60 sessions were offered across all National Curriculum subjects in both primary and secondary phases, as well as sessions on behaviour from Tom Bennett, Dual Coding from Oliver Caviglioli, formative assessment from Dylan Wiliam, well-being from Sinead McBrearty and Special Educational Needs from nasen (National Association for Special Educational Needs). Over 6,000 trainees from membership organisations had access to the *Trainee Subject Networks* and members report a demonstrable impact on trainee progress and attainment.

In order to further support curriculum development, NASBTT recruited 26 Subject Specialist Associate Consultants who bring a wealth of experience and expertise to the team.

In response to demand and in collaboration with the Chartered College of Teaching, NASBTT commissioned an exciting suite of full-length videos of 'live' lessons across a range of subjects and phases to support the professional development of trainees, mentors and subject specialists in Initial Teacher Training (ITT) and Early Careers Teaching (ECT) provision.

In the 2020-21 academic year, there were 68 days of events (2020: 36 days of events) to support the members which were attended by 2,510 delegates in total (2020: 1,531 delegates). The proportion of members who engaged with at least one event was excellent at 92%.

Events included three Member Workshops, an External Moderation training event, two events focussing on mental health and well-being, two Safer Recruitment courses, three Administrators' Online Forums, one session supporting providers with digital marketing and 13 free Espresso Shot Networking Events. The Annual Conference was moved to a digital platform in light of the Covid-19 restrictions and was extended to offer three days of professional development for Members. It was attended by 210 delegates and was exceptionally well received. In addition, NASBTT continued to offer professional development for school-based trainers through its Teacher Educator Programmes including a newly introduced Instructional Coaching programme, and Administrator Training Programmes.

Coronavirus

The charity's activities increased significantly in response to the pandemic in the following ways:

- ◆ Significantly increased member support and guidance;
- ◆ Increased stakeholder networking to support members;
- ◆ Increased policy advice to support the members and the sector;

Coronavirus (continued)

- ◆ Significantly increased communications keeping members informed in light of the ever-changing landscape and up-to-date government advice;
- ◆ Addition of a large-scale online conference with key speakers from the sector exploring the impact of the pandemic on Initial Teacher Training.

Financial review

In the year ended 31 July 2021 the total income of NASBTT had increased by £135,027 to £489,973 (2020: £354,946). This is primarily due to an increase of £33,879 in membership fee income, an increase in meetings and workshops of £62,099 and a £36,983 increase in NASBTT learn income.

Expenditure has increased by £69,870 to £429,066 (2020: £359,196). This increase corresponds to the increase in charitable activities in the year. Overall, the surplus for the year amounted to £60,907 (2020: deficit of £4,250). This leaves the NASBTT with funds carried forwards of £253,088 (2020: £192,181).

Reserves policy

The charity held free reserves of £253,088 at the balance sheet date. The trustees have put in place a formal working capital policy that is in line with the future strategic direction of the charity. The policy states that:

- ◆ a minimum of £50,000 must be available as cash which is instantly accessible – *met; there is an excess of £50,000 instantly accessible;*
- ◆ no more than £200,000 (and ideally not more than £85,000) will be held in cash in any single financial institution – *met; the charity holds two accounts in separate institutions. One holds £85,000 and the cash account fluctuates but does not exceed £200,000 in any single institution;*
- ◆ through the normal course of board meetings and financial reporting, they will satisfy themselves that:
 - there is sufficient cash available to meet all immediate spending needs – *the trustees are satisfied there is sufficient cash available to meet all immediate spending needs;*
 - longer term organisational objectives are sufficiently budgeted and resourced, for example, projects, initiatives, changes in strategy or other spending that the charity is planning – *the trustees are satisfied future projects have been sufficiently budgeted and resourced.*

This policy will also be developed in to a specific reserves policy as the charity continues to grow however for the current time, due to typically low levels of other current assets and liabilities, the charity believe it is reasonable to operate a working capital based policy. The trustees deem that the charity had sufficient funds at 31 July 2021 to enable it to maintain its current level of charitable activities.

Trustees' report 31 July 2021

Future plans

The trustees expect the work of the charity to continue to develop in the near future and are developing a strategic direction to ensure that the charitable aims of the organisation continue to be delivered.

The impact of the pandemic will continue to be felt throughout the next financial year and the trustees have plans in place to mitigate against any future losses to the charity.

Approved by order of the Trustees

A handwritten signature in blue ink, appearing to read 'I Hollingsworth', with a long horizontal flourish extending to the right.

Ian Hollingsworth

Date: 11 October 2021

Independent examiner's report to the trustees of National Association of School Based Teacher Trainers

I report to the trustees on my examination of the accounts of the National Association of School-Based Teacher Trainers (the charity) for the year ended 31 July 2021.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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



Hugh Swainson, ACA
Buzzacott LLP
Chartered Accountants
130 Wood Street
London
EC2V 6DL

Date: 30 March 2022

Statement of financial activities Year ended 31 July 2021

	Notes	2021 Total Funds £	2020 Total Funds £
Income from:			
Charitable activities	1	483,438	353,237
Other income		6,535	1,709
Total income		489,973	354,946
Expenditure on:			
Raising funds	2	31,443	30,904
Charitable activities	3	397,623	328,292
Total expenditure		429,066	359,196
Net income (expenditure) and net movement in funds		60,907	(4,250)
Reconciliation of funds:			
Funds brought forward at 1 August 2020		192,181	196,431
Funds carried forward at 31 July 2021		253,088	192,181

All income and expenditure for the current and prior financial period related to unrestricted funds.

All of the above amounts resulted from the charity's continuing activities during the above two financial periods.

The notes on pages 13 to 16 form part of these accounts.

Balance Sheet 31 July 2021

	Notes	2021 £	2020 £
Current assets:			
Debtors	6	7,682	21,226
Cash at bank and in hand		303,642	216,966
Total current assets		311,324	238,192
Liabilities:			
Creditors: amounts falling due within one year	7	(58,236)	(46,011)
Total net assets		253,088	192,181
The funds of the charity:			
Unrestricted funds			
. General funds	8	253,088	192,181
Total funds		253,088	192,181

The notes on pages 13 to 16 form part of these accounts.

Approved by the trustees and signed on their behalf by:



Ian Hollingsworth

Approved by the trustees on: 11 October 2021

Principal accounting policies 31 July 2021

Basis of preparation

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are laid out below.

Basis of accounting

These accounts have been prepared for the year to 31 July 2021.

The accounts have been prepared under the historical cost convention with items initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) ('Charities SORP FRS 102') issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees and management to make significant judgements and estimates. The items in the accounts where judgements and estimates have been made include:

- ◆ the allocation of general overheads and governance costs between charitable expenditure categories and the cost of raising funds;
- ◆ estimates in respect to accrued expenditure; and
- ◆ estimating future income and expenditure flows for the purpose of assessing going concern (see below).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of one year from the date of approval of these accounts. In making this assessment, they have given consideration to the impact of Covid-19 on the operations and finances of the charity.

Assessment of going concern (continued)

The trustees have discussed the impact of the economic downturn and potential future uncertainty. The charity has sufficient levels of cash reserves to meet existing commitments and have forecast that the residual cash reserves combined with the level of income from subscriptions and virtual events will be sufficient to that the membership can continue to be supported. Due to the relatively low amount of fixed costs, the charity is able to exercise a significant degree of control over its expenditure. The trustees will continue to keep income and expenditure under review. Whilst there will undoubtedly be challenges ahead, the trustees do not expect material concerns to arise over the charity's financial position.

Income

All income is recognised when the following three factors are met:

1. entitlement – control over the right to the economic benefit has passed to the charity;
2. probable – it is more likely than not that the economic benefits associated with the transaction will flow to the charity; and
3. measurement - when the monetary value of the income can be measured reliably.

Income comprises membership fees which are recognised when receivable, and fees for conferences, meetings and workshops recognised based on the date of the event to which the income relates.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment 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.

All expenditure is accounted for on an accruals basis. Expenditure comprises direct costs and support costs. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- ◆ Expenditure on raising funds includes all expenditure associated with raising funds for the charity, this comprises chargeable staff time.
- ◆ Expenditure on charitable activities includes all costs associated with furthering the charitable purposes of the charity through the provision of its charitable activities. Such costs include production and running costs, travel, administrative and marketing costs.

Support and governance costs

Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the charity it is necessary to provide support in the form of administrative procedures and accounting, these costs are shown as governance costs.

Principal accounting policies 31 July 2021

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition.

Creditors

Creditors 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. Creditors are recognised at the amount the charity anticipates it will pay to settle the debt.

Statement of cash flows

The charity is exempt from the requirement to prepare such a statement under Section 1A of FRS 102 as it is a small reporting entity.

Notes to the accounts 31 July 2021

1 Income from charitable activities

	2021 £	2020 £
Membership fees	247,754	213,875
Conferences, meetings and workshops	180,674	118,575
Management Support Partner Programme	275	3,485
NASBTT Learn	50,885	13,872
Elevate My Maths	3,850	1,041
Fitness to teach development	—	2,382
Project UCET	—	7
2021 total funds	483,438	353,237

2 Expenditure on raising funds

	2021 £	2020 £
Staff costs (note 5)	9,500	8,192
Marketing and publicity	18,500	18,410
Support costs (note 4)	3,443	4,302
2021 total funds	31,443	30,904

3 Expenditure on charitable activities

	Development & education £	Teacher programmes £	Meetings & conferences £	2021 £
Staff costs (note 5)	152,210	25,437	2,845	180,492
Production and running costs	104,823	18,281	872	123,976
Travel, transport and allowances	—	—	25	25
Admin and marketing	5,104	3,069	40	8,213
Venue hire and event costs	18,010	29	1,455	19,494
	280,147	46,816	5,236	332,199
Support costs (note 4)	55,173	9,220	1,031	65,424
Total unrestricted funds	335,320	55,036	6,267	397,623

	Development & education £	Teacher programmes £	Meetings & conferences £	2020 £
Staff costs (note 5)	92,634	47,822	15,200	155,656
Production and running costs	43,794	25,616	8,253	77,663
Travel, transport and allowances	3,770	1,198	586	5,554
Admin and marketing	1,837	824	—	2,661
Venue hire and event costs	4,697	290	38	5,025
	146,732	75,750	24,077	246,559
Support costs (note 4)	48,641	25,111	7,981	81,733
Total unrestricted funds	195,373	100,861	32,058	328,292

Notes to the accounts 31 July 2021

3 Expenditure on charitable activities (continued)

Support costs are allocated to areas within charitable activities based on direct cost expenditure.

4 Support costs

	2021 £	2020 £
Support costs		
. Hospitality	—	—
. IT, website and communications	9,796	17,681
. Office expenses	21,878	10,409
. Training and recruitment	971	663
. Travel, transport and allowances	598	3,029
. Consultancy	7,385	25,486
. Sundry	5,913	5,519
. Subscriptions	8,683	11,072
Governance costs		
. Independent examination	1,750	1,750
. Accountancy and advisory	2,165	1,950
. Legal and professional	9,121	3,484
. Board expenses	610	4,992
2021 total funds	68,868	86,035

Support costs have been allocated on a 5% basis to raising funds, as the main source of income is subscription fees. There are no significant fundraising drives during the year, so the majority of the cost relates to administration time.

5 Staff costs

	2021 £	2020 £
Wages and salaries	151,297	129,496
Social security costs	16,015	9,875
Pension contributions	27,356	24,557
	194,668	163,928

The average number of employees during the year was 4 (2020: 3).

The number of employees who earned between the amounts stated below (including taxable benefits but excluding employer pension and national insurance contributions) during the year were:

	2021 £	2020 £
£60,001 - £70,000	1	—

5 Staff costs (continued)

Key management personnel are the trustees and the members of the Executive Team. In 2021, there were 2 members of the Executive Team. (2020: 2).

The total remuneration (including taxable benefits and employer's pension and national insurance contributions) paid to the key management personnel of the charity in the year was £136,992 (2020: £129,587).

No trustee received remuneration for their role as trustee. During the year out of pocket travel and subsistence expenses amounting to £108 were reimbursed to one trustee (2020: 4,250 were reimbursed to 12 trustees).

One trustee worked as a NASBTT consultant during the year and received payments of £2,232 (2020: £10,478 to 2 trustees). In addition, NASBTT reimbursed the employing schools of one trustee for days spent advising NASBTT on a basis that is at cost to the school. In 2021 total reimbursed payments to schools amounted to £2,250 (2020: £4,550 relating to three trustees). A full list of these transactions is included in note 9 to these financial statements.

6 Debtors

	2021 £	2020 £
Trade debtors	7,682	20,580
Prepayments and accrued income	—	646
	7,682	21,226

7 Current liabilities

	2021 £	2020 £
Amounts falling due within one year:		
. Accruals and deferred income	33,396	24,635
. Trade creditors	24,840	21,376
	58,236	46,011

8 Funds

	At 1 August 2020 £	Income £	Expenditure £	At 31 July 2021 £
General Fund	192,181	489,973	(429,066)	253,088
Total unrestricted funds	192,181	489,973	(429,066)	253,088

9 Related party transactions

Transactions took place with related parties as described in note 5 to the accounts. Full details of the payments made to trustees or their providers for time spent working as NASBTT consultants in each financial year is provided below. No further transactions with related parties took place during the period.

	2021 £	2020 £
Kim Francis	2,232	9,428
Patrick Garton	—	1,400
Helen Ostell	2,500	1,750
Kay Truscott-Howell	—	1,050
Elizabeth Ford	—	1,400
	4,732	15,028