

The National Association of School-Based Teacher Trainers

Annual Report and Accounts

31 July 2023

Charity Registration Number
1176171

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Legal and administrative information

Trustees	Mr Kim Francis Mr Patrick Garton Mrs Claire Harnden Mr Ian Charles Hollingsworth (resigned 18/10/2023) Mr David John Maynard (resigned 18/10/2023) Mrs Alison O'Dornan Mr Andrew Ogden Mr David Parker Mrs Anna Richards Mr Stuart Graham Russell Mrs Sidikat Taiwo
Executive team	Mrs Emma Hollis (Executive Director) Miss Alison Hobson (Executive Officer) Mrs Jayne Hoskins (Communications Manager) Mr James Coleman (Head of Operations and Training)
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 2023. 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, Head of Operations and Training, 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.

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, the Chartered College of Teaching, the Institute for Apprenticeships and the Teaching School Hubs Council. These relationships support advocacy for and on behalf of our members' interests and directly shape education policy in response to ever changing circumstances.

The context in which the sector is working continues to be challenging in light of government policy leading to significant changes to the sector coming into force from September 2024. NASBTT has worked closely with the Department for Education in an effort to shape the policy to ensure high quality ITT continues to be delivered without risking sufficiency of supply or the quality of education for the children and young people in our schools. We have also continued to support our members to prepare for the new quality requirements through a series of workshops, guidance and support.

In light of the significant changes introduced by the publication of the new quality requirements for September 2024, NASBTT has developed a suite of *Mentor Development Modules* following the Board of Trustees' approval of a considerable investment in this project. 30 modules have been developed and are available to ITT organisations as synchronous and asynchronous materials from September 2023; the full suite of 60 modules will be available for September 2024. In respect of this project, NASBTT is pleased to have been recognised as a *Chartered Status CPD Partner* of The Chartered College of Teaching. 2022-2023 also saw NASBTT's first delivery of the ITT-specific version of the National Professional Qualification in Leading Teacher Development (NPQLTD) with the Teacher Development Trust where learning is contextualised for those working in the ITT sector; the NPQLTD is a recommended qualification for Lead Mentors working within ITT partnerships as per the quality requirements for September 2024. To support providers in developing trainees' subject knowledge, NASBTT invested in developing a suite of video resources for trainees to be available from September 2023: trainees, and their mentors, can access videos on key areas through the lens of the particular subject.

During 2022-2023, NASBTT continued to offer subject knowledge support for trainees through *NASBTT Networks Live*. 96 sessions were offered across all National Curriculum subjects in both the primary and secondary phases, as well as sessions on, for example, behaviour from Paul Dix, formative assessment from Dylan Wiliam, well-being from Sinead McBrearty (Education Support), Special Educational Needs, Phonics, EAL, Diversity and PSHE. Over 5,000 trainees from membership organisations had access to *NASBTT Networks Live* and members reported a demonstrable impact on trainee progress and attainment.

In the 2022-2023 academic year, there were 48 days of events to support the members which were attended by 1,856 delegates in total. Member engagement with at least one event was excellent at 79%. The Annual Conference continued to be held online offering three days of professional development for Members. NASBTT continued to offer professional development for school-based trainers through its *Teacher Educator Programmes* and *Administrator Training Programmes*; these programmes allowed for a return to face-to-face delivery and networking opportunities with members which had not been possible since before the pandemic.

Achievements and performance (continued)

In order to further support curriculum development, NASBTT continued its work with the 26 Subject Specialist Associate Consultants who brought a wealth of experience and expertise to the team with the introduction of the *Teacher Educator Subject Networks*.

The launch of the *Video Resource Bank*, offering a 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 ITT and ECT provision, was exceptionally well received. 71 providers registered to take advantage of this new service.

Financial review

In the year ended 31 July 2023 the total income of NASBTT had decreased by £65,368 to £554,389 (2022: £619,757). This is primarily due to an decrease of £51,228 in membership fee income.

Expenditure has increased by £137,324 to £674,087 (2022: £536,763). This increase corresponds to the increase in charitable activities in the year. Overall, the deficit for the year amounted to £118,214 (2022: surplus of £82,994). This leaves the NASBTT with funds carried forward of £217,716 (2022: £336,082).

Reserves policy

The charity held free reserves of £217,716 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 – *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 – *during the year balances exceeded £200,000 at some points and therefore the policy was not fully complied with. the Trustees are aware of the financial position of the cash account and are taking steps to ensure the terms of the reserves policy are met in future.*
- ◆ 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.*

Trustees' report 31 July 2023

Reserves policy (continued)

This policy will also be developed into 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 2023 to enable it to maintain its current level of charitable activities.

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 outcomes of the Market Review will impact finances and activities in the next two years and the trustees have plans in place to mitigate against any future losses to the charity.

Approved by order of the Trustees



Anna Richards

Date: 4 October 2023

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 2023.

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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- ◆ 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: 6 October 2023

Statement of financial activities Year ended 31 July 2023

	Notes	2023 Total Funds £	2022 Total Funds £
Income from:			
Charitable activities	1	544,038	614,427
Other income		11,683	5,330
Total income		555,721	619,757
Expenditure on:			
Raising funds	2	50,698	46,334
Charitable activities	3	623,389	490,429
Total expenditure		674,087	536,763
Net (expenditure) income and net movement in funds		(118,366)	82,994
Reconciliation of funds:			
Funds brought forward at 1 August 2022		336,082	253,088
Funds carried forward at 31 July 2023		217,716	336,082

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 2023

	Notes	2023 £	2022 £
Current assets:			
Debtors	6	17,149	20,486
Cash at bank and in hand		249,475	372,913
Total current assets		266,624	393,399
Liabilities:			
Creditors: amounts falling due within one year	7	(48,908)	(57,317)
Total net assets		217,716	336,082
The funds of the charity:			
Unrestricted funds			
. General funds	8	217,716	336,082
Total funds		217,716	336,082

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

Approved by the trustees and signed on their behalf by:



Anna Richards, Trustee

Approved by the trustees on: 4 October 2023

Principal accounting policies 31 July 2023

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 2023.

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'), 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 the risks to which the Association is exposed to.

The trustees have discussed the impact of cost inflation and potential future uncertainty with respect to budgeting within this environment. 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 events will be sufficient to support the membership. 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.

Principal accounting policies 31 July 2023

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.

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.

Principal accounting policies 31 July 2023

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 2023

1 Income from charitable activities

	2023 £	2022 £
Membership fees	237,459	288,687
Conferences, meetings and workshops	209,660	226,269
Management Support Partner Programme	2,495	2,870
NASBTT Learn	31,666	40,449
Elevate My Maths	2,329	2,863
ENIC subscriptions	19,229	21,396
Essential guides	6,439	5,168
Video Resource Bank	34,913	26,725
2023 total funds	544,038	614,427

2 Expenditure on raising funds

	2023 £	2022 £
Staff costs (note 5)	17,444	13,081
Marketing and publicity	29,563	29,246
Support costs (note 4)	3,691	4,007
2023 total funds	50,698	46,334

3 Expenditure on charitable activities

	Development & education £	Teacher programmes £	Meetings & conferences £	2023 £
Staff costs (note 5)	154,044	173,567	3,830	331,441
Production and running costs	101,874	101,063	2,564	205,501
Admin and marketing	1,220	15,099	—	16,319
Venue hire and event costs	—	—	—	—
	257,138	289,729	6,394	553,261
Support costs (note 4)	32,593	36,724	811	70,128
Total unrestricted funds	289,731	326,453	7,205	623,389

	Development & education £	Teacher programmes £	Meetings & conferences £	2022 £
Staff costs (note 5)	192,958	33,441	22,135	248,534
Production and running costs	126,907	9,026	2,967	138,900
Travel, transport and allowances	—	—	25	25
Admin and marketing	1,480	13,277	1,000	15,757
Venue hire and event costs	300	—	10,771	11,071
	321,645	55,744	36,898	414,287
Support costs (note 4)	59,115	10,245	6,782	76,142
Total unrestricted funds	380,760	65,989	43,680	490,429

Notes to the accounts 31 July 2023

4 Support costs

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

	2023 £	2022 £
Support costs		
. Hospitality	175	367
. IT, website and communications	10,556	15,408
. Office expenses	27,108	14,745
. Training and recruitment	1,917	7,518
. Travel, transport and allowances	4,623	3,023
. Consultancy	2,348	17,376
. Sundry	7,295	3,787
. Subscriptions	1,045	500
Governance costs		—
. Independent examination	2,020	1,840
. Accountancy and advisory	6,467	5,500
. Legal and professional	6,161	7,180
. Board expenses	4,104	2,905
2022 total funds	73,819	80,149

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

	2023 £	2022 £
Wages and salaries	281,334	208,824
Social security costs	25,841	18,766
Pension contributions	41,710	34,026
	348,885	261,615

The average number of employees during the year was 7 (2022: 5).

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:

	2023 £	2022 £
£70,001 - £80,000	1	1

Key management personnel are the trustees and the members of the Executive Team. In 2023, there were 4 members of the Executive Team (2022: 4).

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 £251,594 (2022: £240,828).

Notes to the accounts 31 July 2023

5 Staff costs (continued)

No trustee received remuneration for their role as trustee. During the year out of pocket travel and subsistence expenses amounting to £1,152 were reimbursed to two trustees (2022: £1,859 was reimbursed to five trustee).

One trustee worked as a NASBTT consultant during the year and received payments of £5,101 (2022: £3,850 to one trustee).

In addition, in 2022 NASBTT reimbursed the employing schools of one trustee for days spent advising NASBTT on a basis that is at cost to the school. In 2022 total reimbursed payments to schools amounted to £275 relating to one trustee, no such payments were made in 2023. A full list of these transactions is included in note 9 to these financial statements.

6 Debtors

	2023 £	2022 £
Trade debtors	17,149	17,624
Other debtors	—	2,862
	17,149	20,486

7 Current liabilities

	2023 £	2022 £
Amounts falling due within one year:		
. Accruals and deferred income	45,695	50,585
. Trade creditors	2,890	6,732
. VAT payable	323	—
	48,908	57,317

8 Funds

	At 1 August 2022 £	Income £	Expenditure £	At 31 July 2023 £
General Fund	336,082	555,721	(674,087)	217,716
Total unrestricted funds	336,082	555,721	(674,087)	217,716

Notes to the accounts 31 July 2023

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.

	2023 £	2022 £
Kim Francis	5,101	3,850
Patrick Garton	—	275
	5,101	4,125