



The Design and Technology Association Trustees' Report and Accounts 2013



“ The teaching of quality design and technology in our schools is a vital requirement for the country’s future in the 21st century ”

Sir James Dyson – Industrial designer, inventor and founder of Dyson, Patron of the Design and Technology Association



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What is design and technology?

“Design and technology is an inspiring, rigorous and practical subject. Using creativity and imagination, pupils design and make products that solve real and relevant problems within a variety of contexts, considering their own and others’ needs, wants and values. They acquire a broad range of subject knowledge and draw on disciplines such as mathematics, science, engineering, computing and art. Pupils learn how to take risks, becoming resourceful, innovative, enterprising and capable citizens. Through the evaluation of past and present design and technology, they develop a critical understanding of its impact on daily life and the wider world. High-quality design and technology education makes an essential contribution to the creativity, culture, wealth and well-being of the nation”.

Design and technology programmes of study: key stages 1, 2 and 3; national curriculum in England; Department for Education, September 2013.

Why is it important for industry?

Employers in all industries that involve design and technology are facing a skills shortage. In engineering, for example, Professor John Perkins’ 2013 report, “Review of Engineering Skills,” states that, “...between 2012 and 2020, the UK economy will require 830,000 professional scientists, engineers and technologists...This works out at over 100,000 new professionals each year.”

Not enough young people are coming through school with the skills needed to serve the designed and made world in which we live. Moreover, there is gap emerging whereby industrial innovation will be limited by the extent

to which consumers are capable of engaging with and appreciating designed products. These challenges represent a real threat to the future of UK plc.

The challenge

Design and Technology is a National Curriculum for all pupils from age 5 to 14. At GCSE it is one of the most popular non-statutory subjects and is studied by nearly a quarter of a million students every year. D&T teaches students the skills and knowledge that industry wants.

However, D&T is under threat. Academies now make up over half of English secondary schools and they are not required to follow the National Curriculum, while the English Baccalaureate has seen schools focus on ‘traditional’ academic studies with less emphasis on creative and practical subjects. D&T is also facing the worst shortfall in recruitment into initial teacher training of any subject across the curriculum. D&T, for too many people, remains a subject which is both chronically undervalued and widely misunderstood.

Call to action

If we want an education system which develops multi-skilled, creative young people and a subject which contributes to an economy founded on designing and making, now is the time for joined up thinking to support and promote D&T at both root and branch. Join the D&T Association and help us promote this vital subject and support and develop those who teach it.

The Design and Technology Association

The Design & Technology Association is the UK’s only professional association for all those involved in design and technology education. We train and support teachers, advise the Government and partner with industry to ensure students leave school with the knowledge and skills they need to thrive in the modern world.

The Design and Technology Association

- offers professional development, support and resources to design and technology teachers, driving educational excellence and enhancing student achievement

- engages with the Government to inform, shape and promote the contribution of design and technology to the National Curriculum
- engages with industry to enhance the contribution of design and technology to the future economic success of the UK
- keeps design and technology education up to date, helping new and experienced teachers gain and develop the skills they need to excel in teaching the most dynamic and vibrant subject on the curriculum

Chairman and Chief Executive's statement

There will always be change in education and this year has seen more than usual. Consequently, design and technology teachers encountered a wide range of issues and challenges. These started with uncertainty about the content of the new programmes of study and at points there appeared to be doubt about even the place of design and technology in the National Curriculum.

For many, that uncertainty became puzzlement during February when draft proposals were published by the Department for Education. These appeared to ignore most of the advice the Design and Technology Association had provided over several months. Had the draft proposals been implemented unaltered, the subject would have retreated into workshop craft traditions typical of several decades ago.

Determined to improve this situation, the D&T Association took a lead role with many influential partners and worked on revising the draft National Curriculum orders and programmes of study. In due course very positive working relationships with policymakers allowed us, with our partner organisations, to improve and re-structure the proposals. The result is a modern, forward-looking programme of study which was agreed and published by the DfE in September. The scale of revision and improvement necessary was considerable; it is likely that few if any other subject communities brought about so substantial a level of change in their respective curriculum proposals. At the same time we were able to ensure the curriculum proposals relating to food technology were consistent with the Government's School Food Plan and its focus on learning about a healthy diet and practical cooking.

All of this took place against a background of change at the D&T Association itself. The loss of significant levels of Government and agency funding for major Continuing Professional Development (CPD) meant the Association needed to restructure. Unfortunately this resulted in the loss of several loyal and experienced members of the team. However, it also created an opportunity to bring in different skills and expertise required by the Association to operate in a much-changed educational landscape. The professionalism of all staff during this difficult period was commendable; the trustees are grateful to them.

The reshaped organisation has made an impressive start – a new website, new membership packages, growth in membership, a re-invigorated local branch network and

an innovative new industry-linked CPD programme all contributed to a very positive final third of the year. Plans for the future are robust and clearly defined.

Nonetheless we do not minimise the many challenges the subject, the Association and our members, continue to face, including raising the participation age to 18. We remain confident that high quality design and technology is an essential component in the education of all young people from early years onwards and we are equally confident that the Association is very well-placed to help schools deliver that aim. We are also working toward assembling a solid body of clearly defined evidence that will help quantify, for the first time, the value to young people of a qualification in design and technology in both their career paths and everyday adult lives. We shall publish our findings on all areas of this work as we move forward.

We could not, of course, do this without the support of our 5,000 plus members and corporate partners and we thank them, and all the organisations we have worked with during 2013, for their vital contribution. Working together this year, we believe we have improved the future of design and technology education for the benefit of all young people from early years to the upper reaches of secondary education.



John Mattick
Chairman of the Board of Trustees



Richard Green
Chief Executive



“ D&T teaches skills including; conceptual thinking, the principles of the circular economy, technical understanding of materials and processes, programming, CAD/CAM & systems design. ”

Zoe Eaves, James Dyson Foundation D&T Teacher of the Year Award winner

Campaigning

In January 2011 the Secretary of State announced a review of the National Curriculum in England. Since then the Association has been involved in a continuous campaign to make sure the views of our members, and the importance of design and technology as a subject for all young people, are recognised and acknowledged by the Government.

The Association was fully involved in the #IncludeDesign campaign at the start of the year, which resulted in over 40,000 signatures on a 'Bacc for the Future' petition. This successfully called for a re-think of the Government's English Baccalaureate Certificate (EBC) proposals.

In February the Secretary of State announced that D&T would remain a subject in the National Curriculum at Key Stage 3. The Association's 'Believe in D&T' campaign, was undoubtedly a key factor in this decision. At the same time the Secretary of State published a draft D&T programme of study for consultation. The Association believed the draft took the subject backwards rather than forwards and within the month staff had met with Government ministers to share our concerns.



Online campaign petition, Believe in D&T, receives over 14,000 signatures

Our views were supported and endorsed by, amongst others, Sir James Dyson, the Royal Academy of Engineering, the Design Council and the CBI.

As a result the Department for Education (DfE) asked the Association to lead on providing advice on revising the draft programme of study in conjunction with E4E (Education for Engineering). The revision was carried out by a small team before achieving sign-up and support from a wide education and industry stakeholder group. The revised draft described a modern D&T curriculum which moved the subject forward. It was submitted to the DfE in April and was eventually published, almost unchanged, as the final version in September.

However, the new programme of study is not the end of the story. The campaign continues, but with a focus on supporting members and the wider D&T community by developing and providing advice and support for implementing a modern, relevant and challenging design and technology curriculum. Over the latter part of the year some of this has involved the Association taking a lead role in the DfE's National Curriculum Expert Group for D&T. The group was tasked with identifying and developing materials to help primary and secondary schools implement the new curriculum and successfully produced an annotated version of the programme of study with key messages, advice and explanatory notes. It also designed a document to help teachers evaluate their own practice in relation to six key principles of D&T. The new programme of study sets out a modern vision for design and technology. It clearly demonstrates the important role a subject association can have in using its network of subject expertise to articulate what the subject curriculum should contain and to then convince and collaborate with Government to put that into place. With the demise of other curriculum agencies, subject associations now occupy a unique place in the educational landscape. They sit between Government and teachers. Where they work most effectively, they inform and mediate the messages of the former and listen to, reflect and lobby on behalf of the latter.

Membership services, resources and events

Membership

In September, new membership packages were introduced and have been well received. The new secondary departmental, primary school and online memberships have been very popular as they are a direct response to requests from members. The D&T Association now has a highly flexible set of membership

options: from entry level online-only membership through to

membership engaging the whole school and whole departments.

Departmental and school membership offer great value for money for the member and enables us to communicate with more educational professionals than ever before, some of whom would never consider becoming individual members in their own right.

2013 saw the rapid growth of our local branch network to over 60 branches. This enables us to engage face to face with between 750 and 1,000 teachers, non-members and members, every term. Our bulk email system and social media channels enable us to direct information to our members and the wider D&T community very quickly and to effectively communicate changes, new services and important educational news to a wide audience.

1,000 D&T Teachers attended local branch meetings in the Autumn term.

Resources

With the launch of the new website in September over 60 primary, 50 secondary and four early years resources were made available for members and non-members to download from our website. A further 70 publications, DVDs and other resources were available for sale from the redesigned website shop. Most of the prices have been kept to under £10, with many of the items being free, in order that teachers can obtain the resources they need. The descriptions and summaries of all items in the Shop were updated to make them more understandable and accessible. Back issues of D&T Primary, D&T Practice and Designing magazines were also made available as downloads.



A range of new resources were developed during 2013 and scheduled for release in 2014 to address the requirements of the new National Curriculum and to meet teachers' needs in delivering this effectively.

“ Excellent course content, extremely helpful and friendly presentation with lots of good resources and activities. ”

Comment from delegate attending local branch meeting

Skills Gap programme



The Skills Gap programme was created by the D&T Association in Autumn 2013. It complements a range of work being undertaken by the organisation to ensure that design and technology in schools is fit for the 21st century, against the backdrop of increasing concern about skills gap shortages in the UK workforce.

The programme has been designed to increase the design and technical skills and knowledge of D&T teachers through industry partnerships. This will enable them to teach and develop skills with students which are relevant to their future employment. The programme began in 2013 with a pilot and development phase which will be completed in 2014.

Participating in the programme, schools and businesses are supported to work together over a period of around five months, guided by the Skills Gap team through a structured programme of training, coaching and assessment. The programme seeks to enhance the design and technical skills of D&T teachers and the soft skills (employability skills) of young people. It seeks to encourage creativity and innovation in the design and delivery of lessons and provide insights into education and career pathways.

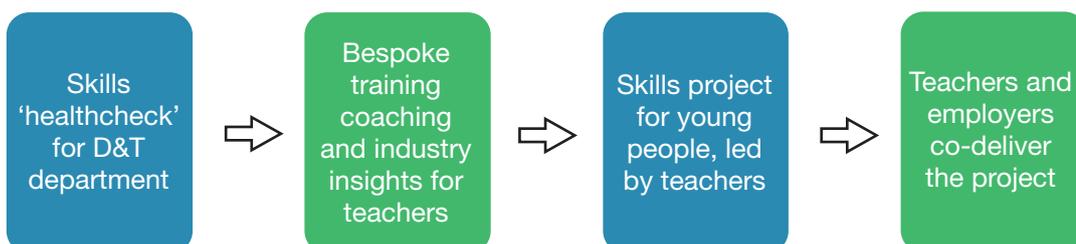
Resources are created during their partnership, which will be shared with others through training events and the Skills Gap section of the Association’s website.

After the pilot, the Association intends to work with partners in a range of design and technology related businesses and attract the relevant investment. This will help grow the programme and supporting infrastructure to enable schools throughout the country to benefit.

During 2013:

- A Skills Gap programme Director was appointed and started in post in June 2013.
- A Skills Gap programme concept model was designed and tested with stakeholders including schools and business.
- A proof of concept pilot was launched with three schools and partnering businesses.
- Participating schools completed a ‘health-check’ to identify their skills shortages and priorities.
- Businesses identified employee volunteers who received coaching in how to support teachers
- Schools and businesses started to work together to create a unique skills-based project for students in each setting.

The programme pilot continues into 2014 which will see the completion of the initial school projects, recruitment of further pilot participants and the creation of a programme website on which materials will be shared nationally.



Supporting curriculum and professional development

National Curriculum

The publication of the new National Curriculum programmes of study (PoS) in September 2013, following a considerable period of uncertainty, provided a stimulus for schools to review their current practice and to begin planning for how they might meet the new requirements. Having been closely involved in the writing of the D&T PoS, the Association was able to use this to good advantage and has become recognised as the place to get advice and guidance. In the absence of supporting resources provided by the DfE, we produced a number of resources and made them freely available on our website. We have been very active in supporting the community leading up to first teaching in September 2014. A page on our website has been developed to bring together a variety of resources, including an annotated version of the

PoS that provides advice, guidance and interpretation of the new content. This was also published in printed form and sent to all members and is also available for non-members to purchase. This has been well received and cited by the DfE as an example of what is needed.

The Association's Curriculum Director was filmed by the DfE providing an overview of the new PoS. As well as receiving 2,000 hits on YouTube it also featured on the DfE intranet for several weeks. Other resources, including PowerPoints and activities to support CPD, are also available. Some of these have been developed in conjunction with the DfE D&T Expert Group which was set up to provide advice to the Government and schools on implementation.

“ Design and Technology is an immeasurably valuable subject – it not only helps students to engage in education but develops their practical abilities and skills. It is a subject that nurtures innovation and creativity at all levels. ”

Manjinder Sanga – Assistant Head, Walsall Academy, West Midlands

In order to deliver our aims of developing the D&T curriculum and the skills and knowledge of D&T teachers, the Association submits tenders to charitable trusts and other funding organisations. Over the last 15 years we have developed considerable experience and expertise in successfully managing small, medium and large scale professional development programmes. In 2013 these included:



All Saints Trust – GCSE Textiles Rescue

This set of resources and training is aimed at improving students' GCSE Textiles results. Consultants have been delivering the project's three aspects: revising and updating previous presentations, videoing key skills as downloadable resources, and providing face-to-face training. Ten videos and seven presentations with narration are now available on the website. Reports were delivered to All Saints Educational Trust and funding for Year 3 received which will allow development of further instructional videos and presentations.

Autodesk

Autodesk now make their full suite of CAD software freely available to schools. The D&T Association's experience, developed through the management of DfE funded Digital D&T programmes, is that free software is only used most effectively when teachers have been trained to use it. The Association was funded by Autodesk to develop online CPD resources and to manage a programme involving train the trainer courses as well as accredited courses for teachers.

Department for Education (DfE) – Digital D&T

This year brought to a close 14 years of Government funding to support digital aspects of D&T including electronics and CAD/CAM. Its legacy continues through the provision of limited support from experts (previously funded as Digital D&T Support Centres around the country) and regionally located 3D printers.

D&T Association – Health and Safety Training and Accreditation Scheme

The D&T Association worked with the Teacher Training Agency in 1997 to establish a school workshop health and safety training and accreditation scheme. Since then the scheme has been continually reviewed and developed. It is referenced in the relevant British Standard and is recognised as the benchmark for this type of training. Food safety training and accreditation has since been added to the scheme and its popularity continues to grow. Regular update training for Registered D&T Health and Safety Consultants and continuous improvement to the consultants' sections of the website have helped ensure standards of training are maintained and developed. Over 18,000 teachers have been accredited and this continues to be a key aspect of the Association's work.

Institution of Engineering and Technology (IET) – Supporting Electronics and Robotics

The focus in 2013 built on previous collaboration with the IET and produced teaching and professional development materials as well as case studies to support the teaching of systems, control and robotics. These are often regarded as the more complex and difficult aspects of D&T and the aim is to demystify them and to help teachers with little or no experience engage with these 'high-tech' aspects of D&T.

James Dyson Foundation (JDF) – Innovation Group

The JDF Innovation Group is in its fifth year and consists of 20 primary and secondary teachers in the early years of their careers. Each member is mentored by an experienced D&T practitioner and the group produced teaching activities and materials focused on working with industry. The primary members produced a specific resource pack to accompany the Dyson Ideas Box which is loaned out to primary schools.

Paul Hamlyn Foundation – Improving Speaking and Listening Skills Through D&T

This project aims to improve secondary students' speaking and listening skills through delivery of a D&T project aiming to solve problems for local community groups. It has proved popular with schools, with over 100 applying to take part. Training for 12 pilot schools took place in October providing a range of resources to work with during Autumn 2013 and Spring 2014. Resources will be available on the website in September 2014 and will include teaching and student activities as well as supporting video. A report was submitted to the Paul Hamlyn Trust in November and Year 2 funding was confirmed to enable this project to continue.

VEX Robotics

We worked with VEX to develop bespoke resources and courses based on VEX kits to support the introduction of robotics teaching in schools and to help address the programming requirements of both the D&T and Computing programmes of study. The resources were developed in conjunction with Autodesk in order that Inventor 3D solid modelling software could be used to model robot designs before construction using the kits started.

Plans for 2014

In 2014 we have committed that we will:

1. Focus on supporting our members and the wider D&T community by continuing to develop advice, guidance, professional development and resources to drive educational excellence and enhance student experience and achievement.
2. Produce a self review framework to help schools review and build on their current D&T provision in order to implement a modern design and technology curriculum which is relevant to the needs of young people, education, industry and the economy.
3. Further develop the Skills Gap programme by working with industry partners and schools to ensure design and technology teachers can prepare students with the design, technical, practical and soft skills required by modern industry.
4. Work to ensure new GCSE and A-Level qualifications are developed which build on the new programmes of study for key stages 1-3 and allow for progression into employment, further or higher education.
5. Improve the public's understanding and perception of D&T, including business and industry, headteachers, school governors and parents.
6. Encourage debate, formulate responses and offer strategic direction for the subject.
7. Continue to engage with the Government to inform, shape and promote the contribution of design and technology to the National Curriculum.

“ Design and technology is an extremely important subject, which builds on this country's long history of leading the world in design, innovation, engineering, manufacturing and architecture.... We want to get the curriculum right, and we are very involved in a consultation; I have made that very clear to the Design and Technology Association. ”

Elizabeth Truss MP (Parliamentary Under-Secretary of State for Education)



“ Design and Technology provides pupils with unique opportunities to learn and apply creative, practical and thinking skills to real, everyday problems. These are vital developmental experiences for everyone, supporting better choice making by individuals – as citizens, entrepreneurs and decision makers. ”

Wayne Hemingway MBE, designer and co-founder of Red or Dead and Hemingway Design

Review of finances

During 2013, the Design and Technology Association continued to experience significant pressure on its resources as the economic outlook remained gloomy, government education policy evolved and many traditional sources of funding reduced and in some cases disappeared. At the end of 2012, the Board of Trustees took the decision to review the business plan and to restructure the charity. The restructuring was carried out through the course of 2013 and at year end had largely been completed. The cost of restructuring is reflected in the resources expended in the year and whilst some of the financial benefits of the restructuring were recognised in 2013 it is expected that the full impact will be apparent in future years. As well as benefits in the form of cost savings, the Association is also now more focussed on new membership and fundraising strategies that it hopes will drive additional funding from existing sources and in new areas such as corporate sponsorship.

In total, Government funding in 2013 declined by £239,609 from £308,539 in 2012 to £68,930 in 2013. Previous funding from initiatives and projects administered by the Department for Education (DfE) ceased in 2013 and funding for new projects in conjunction with the DfE or other Government departments and agencies were limited. The Association has however secured some new Government funding for projects that will run in 2014 and beyond.

Throughout 2012 and 2013 the Association has been successful in capturing new project funding from non-Government organisations but also lost some funding from traditional supporters. In 2013 funding from non-Government organisations declined from £402,989 to £200,609. New funding in the year arose from the Paul Hamlyn Foundation and the James Dyson Foundation maintained their support for the organisation at a similar level to previous years.

In total the restricted income for 2013 fell by £441,989 from £711,528 in 2012 to £269,539 in 2013.

Unrestricted income for 2013 reduced by £99,642, or 16%, to £510,713 from £610,355 in 2012.

Membership and subscription income fell by £39,127 (15%) reflecting reduced membership through most of

the year. In the latter part of 2013, the Association has seen increased levels of membership following a re-design of membership offerings and increased focus on recruitment of new members. These increases should be reflected in increased membership income in 2014.

Conferences and courses income decreased this year by £38,577 (56%) from £69,136 in 2012 to £30,559 in 2013. The decline is largely due to a reduced number of events as the Association concentrated on the campaign for design and technology and curriculum development. The annual design and technology conference was not held in 2013.

Registration fee income for accreditation and training remained an important area of focus for the Association and income was marginally higher in 2013 than it was in 2012 increasing by £2,193 (2%) from £124,495 in 2012 to £126,688 in 2013.

Publication sales reduced by £9,616 (18%) from £52,881 to £43,265. The decrease was expected as the Association made a conscious decision not to invest resources in these areas until such a time that the National Curriculum review was complete. Income from consultancy and management fees made up the shortfall on publications increasing £10,159 from £6,034 in 2012 to £16,193 in 2013.

Investment income decreased from £58,007 in 2012 to £28,535 in 2013 as the Association faced reduced interest rates and had less cash to invest. Investment returns still remained relatively low with an average return for the year still marginally below 1%.

Invaluable support was provided by Engineering UK who made meeting rooms available for the D&T Association at their London offices throughout the year.

All business activities of the D&T Association relate to design and technology education and are in line with the Objects of the Design and Technology Association's Memorandum and Articles.

The results for the year show a deficit on unrestricted funds of £457,850 with unrestricted funds carried forward at 31 December 2013 of £1,601,225. Restricted funds to be expended totalled £1,033,454 at 31 December 2013. Although the D&T Association had a very challenging year in 2013, particularly through a period of restructuring, the Association continued to demonstrate a high degree of financial stability. The Board of Trustees recognises that this financial stability is crucial in maintaining its work and moving forward on its new strategy.

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest funds not immediately required for its purposes. The trustees actively consider the most appropriate policy for investing funds considering the need to balance achieving a reasonable return with the need to maintain liquidity and to minimise risk.

The trustees have continued to invest in the Charities Official Investment Fund (COIF) deposit account and have also invested cash that is not required for outgoings in the immediate future in fixed interest bonds. These bonds have typically been for a fixed term not exceeding 12 months and generate a higher return than available on the COIF deposit. At the end of 2013 the D&T Association had bonds outstanding totalling £1,750,000. The invested funds held on deposit achieved a return during the year commensurate with the current economic climate.

Reserves policy

As part of prudent management and in order to provide security for the work of the D&T Association in the absence of external funding, the trustees have maintained reserves that represent between 9 and 12 months of total annual resources expended. In addition, the trustees believe it is essential that reserves are held at a level that reflects the long-term ambitions for the D&T Association, the subject and the learning experiences of young people.

Changes in UK education policy and the likely reduction in sources of external funding mean that over the next 4-5 years the D&T Association may need to invest some of

its existing reserves to enable these important developments.

This investment may be essential in order to:

- provide resources for curriculum research and programme development;
- fund campaigning in support of the role and place of design and technology within the statutory education framework;
- enable development in areas where young people will gain by improved learning experiences in this field, such as early years and vocational programmes for 14-19 year olds;
- fund the development and introduction of the new business plan and fund raising strategy in order to replace lost or declining revenue streams.

Remaining unrestricted reserves will be managed so that the continued existence of the D&T Association is assured, although on a reduced scale if necessary, over a ten-year period. The trustees believe this time line is necessary to ensure that members and the wider subject community are not disadvantaged by changes to professional and curriculum development programmes which may be necessary to reflect changes in longer term Government education policy.

Over the course of 2013 unrestricted reserves decreased by £457,850 so that at the end of the year, the overall level of unrestricted reserves stood at £1,601,225. Of this unrestricted total, £1,079,261 was designated for the Curriculum Development Fund and £28,996 for the 'Believe in D&T' campaign. 2013 saw a further £112,033 committed from these two funds as the 'Believe in D&T' campaign continued and curriculum development activity preparing for changes to the National Curriculum also started.

Trustees will review the use and balance of reserves on an ongoing basis.

Structure and governance

Financial statements

The trustees submit their report, together with the audited financial statements of the company for the year ended 31 December 2013. The financial statements have been prepared under the historical cost convention and comply with the Companies Act 2006, the Charity Commission's Statement of Recommended Practice (SORP) 2005 and applicable Account Standards.

Status and governing document

The Design and Technology Association is a charitable company limited by guarantee (Company No. 03089012) and a registered charity (Charity No. 1062270). The company is governed by its Memorandum and Articles of Association and does not have share capital. The trustees deal with the detailed running of the Company.

It is registered as a charity with the Charity Commission. The trustees have no interest in the company's surplus or assets and receive no remuneration.

Anyone involved in design and technology education can become an associate member of the Company. Members of the Board of Trustees agree to contribute £5 in the event of the charity winding up.

Objectives

The objects of the charity are to:

- advance public education through supporting, promoting and developing design and technology, and related areas, through a range of publications, conferences, seminars, exhibitions, award schemes and educational courses;
- make grants for charitable purposes in order to further the objective set out above.

The charity has the general aim of inspiring, developing and supporting excellence in design and technology education for all.

Appointment of trustees

As set out in the Articles of Association the Chairperson of the trustees is nominated by other trustees. The maximum number of trustees is 14 and one third of trustees are elected annually by members and serve for a period of three years. The trustees have the power to co-opt for any places available and members so appointed will retain office only until the next Annual Retirement Meeting when he/she shall be eligible for election.

All associate members are circulated with invitations to nominate trustees prior to the Annual Retirement Meeting, advising them of the retiring trustees and requesting nominations.

Trustees induction and training

The charity has an induction programme for newcomers to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. During the induction they meet key employees and other trustees.

All trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role and a number of existing trustees have taken this opportunity in the last few years.

Organisation

The Board of Trustees, administers the charity. The Board meets three times a year and there is a sub-committee (Finance & General Purpose Committee), which covers finance, staffing and other issues as and when considered appropriate. A Chief Executive is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance and employment.

Risk management

The trustees have considered the risks to which the charity is exposed, and have established systems for mitigating those risks. External risks have been minimised by the adoption of a strategic plan, reviewed every year, which includes a strategy for securing funds from a wide range of sources. Internal risks are minimised by implementing procedures for authorising transactions, and to ensure consistent quality of delivery for all operational aspects of the charity. The trustees review these systems regularly and accept that there are certain risks inherent to the charity.

Public benefit statement

The trustees confirm that they have complied with the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The D&T Association carries out its aims for the public benefit by providing advice, support and general information about design and technology education to those working in design and technology education, government, industry and the general public. This is done in a number of ways:

- providing information via the D&T Association's website;
- answering general calls/emails and responding to queries from any member of the public;
- providing a range of specific printed and electronic materials to members of the D&T Association (please note fees are kept to a minimum and do not actually cover cost);
- providing training and/or Continuing Professional Development (CPD) for D&T professionals.

Key Performance Indicators

The D&T Association's key non-financial performance indicators are the maintenance of growth in subscriptions and registrations and the provision of the services required by members. For grant funded activities the aim is to achieve the targets set by funders. The D&T Association's performance in these respects is set out in the results for the year outlined above.

The D&T Association's financial performance indicators are largely in meeting the detailed financial targets specified by funders of the various grant funded projects. The D&T Association has successfully complied with funder requirements in this respect.



Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company and the surplus or deficit for that period. In preparing these statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards and Statements of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each trustee has taken all the steps that he/she ought to have taken as a trustee in order to make himself/herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

Michael Harwood & Co were re-appointed as the charitable company's auditors during 2013 and have expressed their willingness to continue in that capacity.

Approved and signed on behalf of the trustees on 22nd May 2014

Mr John Mattick – Chairman

Mr Andrew Midgley – Treasurer





“ I think Design and Technology is a very useful subject for the school curriculum. It develops the creative talents of students in a highly practical way. The UK leads the world in product design and needs a healthy supply of apprentices/ students coming through to keep ahead of the game. ”

James Averdieck, entrepreneur and founder of Gü Chocolate Puds

Independent auditors' report to the members of the Design and Technology Association (Limited by guarantee)

For the year ended 31 December 2013

We have audited the financial statements of the Design and Technology Association for the year ended 31 December 2013 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement on page 17, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect, based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2013, and of its 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 Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Michael Harwood (Senior Statutory Auditor)

For and on behalf of Michael Harwood & Co

Chartered Accountants and Statutory Auditors

Greville House

10 Jury Street

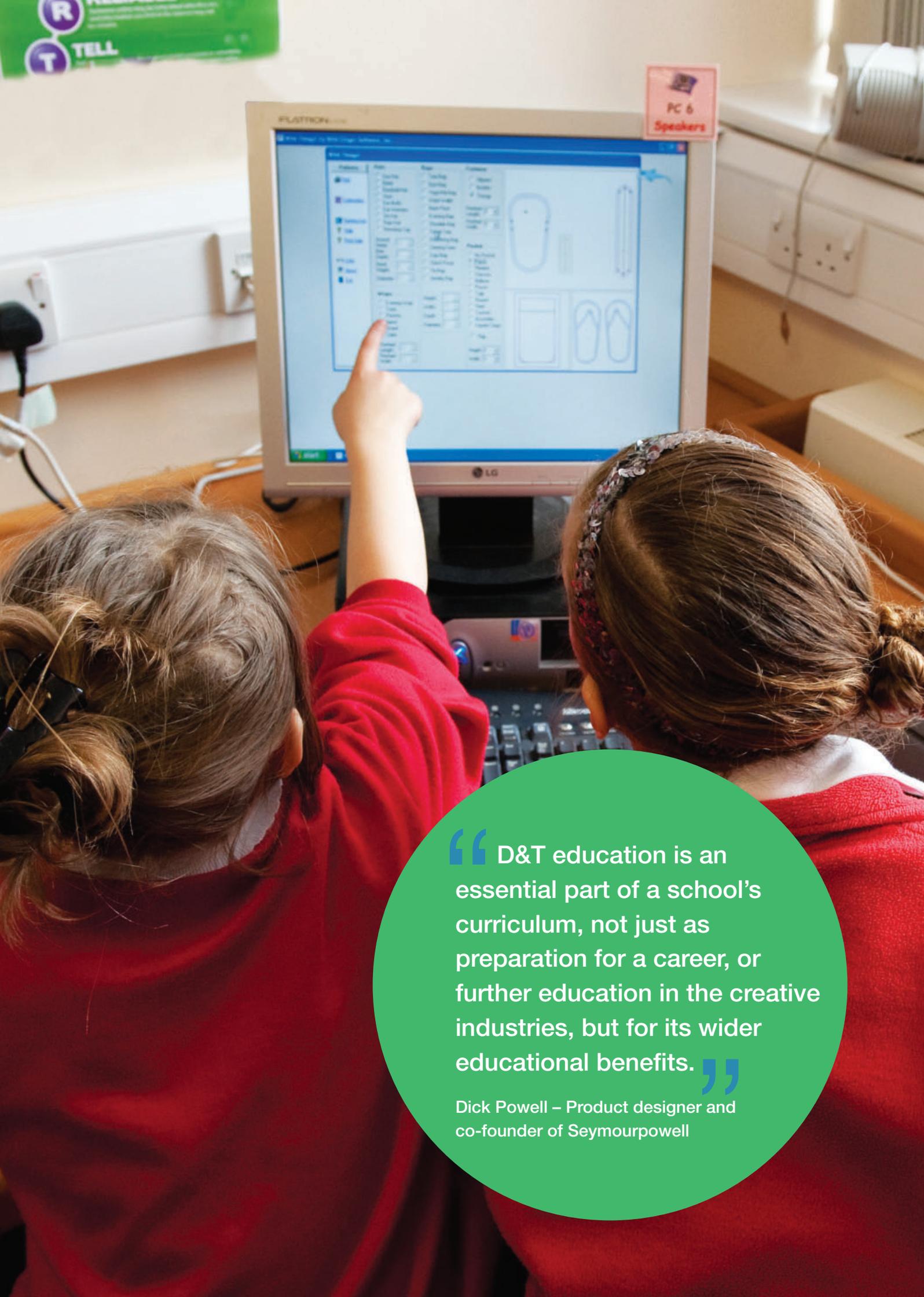
Warwick

CV34 4EW

Dated:

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TELL

PC 6
Speakers



“ D&T education is an essential part of a school’s curriculum, not just as preparation for a career, or further education in the creative industries, but for its wider educational benefits. ”

Dick Powell – Product designer and co-founder of Seymourpowell

Statement of financial activities

(Incorporating income and expenditure account)

For the year ended 31 December 2013

	Note	2013 Restricted £	2013 Unrestricted £	2013 Total £	2012 Total £
Incoming Resources	1b				
Incoming resources from generated funds					
Voluntary income					
Government Grants	2	68,930	–	68,930	308,539
Other grants		200,609	–	200,609	402,989
Donations, gifts and sponsorship		–	14,730	14,730	21,875
		-----	-----	-----	-----
		269,539	14,730	284,269	733,403
Incoming resources from charitable activities					
Annual subscriptions		–	224,014	224,014	263,141
Conferences and courses		–	30,559	30,559	69,136
Consultancy and management fees		–	16,193	16,193	6,034
Registration fees		–	126,688	126,688	124,495
Sale of publications		–	43,265	43,265	52,881
Investment income		–	28,535	28,535	58,007
Other income		–	26,729	26,729	14,786
		-----	-----	-----	-----
Total Incoming Resources		269,539	510,713	780,252	1,321,883
		-----	-----	-----	-----
Resources Expended					
Charitable expenditure					
Project expenditure		523,906	–	523,906	734,977
Costs of sales, publications & fees		–	359,840	359,840	305,263
Membership services		–	506,483	506,483	417,518
Governance costs		–	102,240	102,240	85,001
		-----	-----	-----	-----
Total Resources Expended	3	523,906	968,563	1,492,469	1,542,759
		-----	-----	-----	-----
Net (outgoing)/incoming resources for the year		(254,367)	(457,850)	(712,217)	(220,876)
Total funds brought forward		1,287,821	2,059,075	3,346,896	3,567,772
		-----	-----	-----	-----
Total funds carried forward		1,033,454	1,601,225	£2,634,679	£3,346,896
		=====	=====	=====	=====

The notes on pages 24 to 30 form part of these accounts.

Balance sheet

As of 31 December 2013

	Note	2013		2012	
		£	£	£	£
Fixed Assets					
Tangible assets	7		23,053		24,250
Current Assets					
Stocks	8	13,035		15,275	
Debtors and prepayments	9	59,551		201,475	
Cash at bank and in hand		2,635,372		3,180,360	
		-----		-----	
		2,707,958		3,397,110	
Creditors					
Amounts falling due within one year	10	96,332		74,464	
		-----		-----	
Net Current Assets			2,611,626		3,322,646
Net Assets					
			£2,634,679		£3,346,896
			=====		=====
Represented by:					
Funds					
Restricted	12		1,033,454		1,287,821
Unrestricted	12		1,601,225		2,059,075
			-----		-----
			£2,634,679		£3,346,896
			=====		=====

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime under the Companies Act 2006.

Approved by the Board of Trustees on 22nd May 2014 and signed on its behalf by:

Mr John Mattick – Chairman

The notes on pages 24 to 30 form part of these financial statements.

Notes to the financial statements

For the year ended 31 December 2013

1. Accounting Policies

(a) Basis of Accounting

The financial statements are prepared under the historical cost convention. They comply with the Charities Act 2011, the Companies Act 2006, the Charity Commission's Statement of Recommended Practice on Accounting by Charities (SORP) and all applicable Accounting and Financial Reporting Standards.

(b) Incoming Resources

Membership and publications' subscriptions are accounted for when received.

Grants, general donations and legacies are brought into account when received.

Donations and grants given for specific purposes are treated as income in the year of receipt.

Unspent restricted income is included under restricted funds as it is fully committed.

All other income is accounted for on an accrual basis.

(c) Resources expended

All expenditure is accounted for on an accruals basis. The resources used are classified under the Charity's functional categories of expenditure rather than the type of expense in order to provide more useful information. The functional categories are explained below.

Resources expended in each functional category comprise direct expenditure including direct staff costs attributable to the activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with staff time spent on the various activities.

(d) Fixed assets

Fixed assets are stated at cost.

Depreciation is provided to write off the cost of fixed assets over their estimated useful lives as detailed:

Fixtures and fittings – 15% reducing balance

Computer equipment – 33% on cost

(e) Pension costs

The charity operates a defined contribution pension scheme. Costs are charged to the income and expenditure account as they become due.

(f) Operating leases

Operating lease rentals are charged to the income and expenditure account as they become due.

(g) Fund accounting

General funds comprise the accumulated surplus or deficit on the income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of the restricted funds are set out in note 15 to the financial statements.

(h) Expenditure categories

Expenditure is allocated to one of five functional categories that reflect the charitable activities of the company:

Project expenditure:

This expenditure covers materials for running courses, consultant costs related to lecturing or writing materials, website costs for developing and populating the websites. The Design and Technology Association manages 4 websites supporting design and technology. Some project expenditure relates to supply cost which the D&T Association releases to schools when teachers have attended an event; other costs relate to equipment grants that are available from some programmes, these are released against proof of purchase from schools.

Costs of sales/publications:

This expenditure relates to the costs of publications and distribution of all printed material, H&S accreditation costs and consulting costs.

Membership services:

This is core business from membership fees and with additional support from other D&T Association activities. The full details can be found in the D&T Association membership notes. As well as telephone and e-mail responses to members' queries, the D&T Association also provides 12 publications as well as monthly electronic publications to members. In addition the Association regularly provides guidance and advice which is made available to members and non-members via the website.

Support costs:

These comprise office and general management and administration costs in respect of the charity. Support costs are allocated to the other charitable activities on a basis reflecting their usage of The Association's resources.

Cost of project preparation:

A significant amount of senior staff time is taken up with bid preparation and writing. Some bids are unsuccessful despite a vast amount of time being spent on the work.

(i) Stocks

Stocks are valued at the lower of cost and net realisable value.

2. Incoming Resources

Included in government grants is funding from the following bodies:

	2013 £	2012 £
DfE	62,950	262,500
TDA	5,980	46,039
	-----	-----
	£68,930	£308,539
	=====	=====

3. Resources Expended

	Projects £	Membership Services £	Sales, Fees & Publications £	Governance £	2013 Total £	2012 Total £
Costs directly allocated to activities						
Staff costs	80,507	97,488	118,184	–	296,179	237,759
Project expenditure	177,648	–	–	–	177,648	293,554
Cost of sales	–	–	74,996	–	74,996	53,365
Membership costs	–	212,927	–	–	212,927	116,028
Conferences organised	–	12,499	–	–	12,499	41,138
Legal & professional	–	–	–	14,311	14,311	7,101
Audit fee	–	–	–	5,950	5,950	5,450
Trustee costs	–	–	–	2,862	2,862	2,300
Marketing & promotion	–	540	–	–	540	71,562
Support costs allocated to activities						
Staff costs	213,004	53,513	8,824	7,394	282,735	288,226
Office overheads	48,601	127,443	155,763	70,801	402,608	406,451
Depreciation	4,146	2,073	2,073	922	9,214	19,825
	-----	-----	-----	-----	-----	-----
	523,906	506,483	359,840	102,240	1,492,469	1,542,759
	=====	=====	=====	=====	=====	=====

4. Surplus or deficit of income and expenditure

	2013 £	2012 £
This is stated after charging:		
Depreciation (owned assets)	9,214	19,825
Auditor's remuneration – Audit	5,450	5,450
Auditor's remuneration – Other services	500	–
	=====	=====

5. Employees

	2013 £	2012 £
Staff costs during the year amounted to:		
Salaries (permanent staff)	469,214	469,202
Social security costs	47,605	45,382
Other pension costs	9,400	11,401
Redundancy costs	52,695	–
	-----	-----
	£578,914	£525,985
	=====	=====
	Number	Number
Average number of staff during the year	19	20
	==	==
The number of employees receiving emoluments above £60,000 was as follows:		
£60,001 – £70,000	1	1
	==	==

£3,347 was paid for one employee, with emoluments in excess of £60,000, in respect of the defined contribution pension scheme. There are 6 (2012 – 8) staff in the pension scheme.

6. Trustees

No Trustees received any remuneration during the year.

Trustee indemnity insurance was purchased by the charity at a cost of £1,696

During the year, nine trustees received reimbursement for out of pocket travelling expenses. The total of these payments amounted to £2,861.

7. Tangible Fixed Assets

	Computer Equipment £	Furniture & Equipment £	Total £
Cost			
At 1 January 2013	97,661	67,225	164,886
Additions	8,017	–	8,017
Disposals	–	–	–
	-----	-----	-----
At 31 December 2013	105,678	67,225	172,903
	-----	-----	-----
Accumulated Depreciation			
At 1 January 2013	89,413	51,223	140,636
Charge for year	6,814	2,400	9,214
Eliminated on disposals	–	–	–
	-----	-----	-----
At 31 December 2013	96,227	53,623	149,850
	-----	-----	-----
Net Book Values			
At 31 December 2013	9,451	13,602	23,053
	=====	=====	=====
At 31 December 2012	8,248	16,002	24,250
	=====	=====	=====

All assets are used in direct furtherance of the charity's activities.

	2013 £	2012 £
8. Stocks		
Publications for resale	£13,035 =====	£15,275 =====
9. Debtors and prepayments		
Trade debtors	14,327	130,196
Other debtors and prepayments	45,224	71,279
	----- £59,551 =====	----- £201,475 =====
10. Creditors		
Trade creditors	35,960	3,688
Other creditors	5,554	12,877
Accruals	54,818	57,899
	----- £96,332 =====	----- £74,464 =====
11. Operating lease commitments		
Land and buildings:		
Annual commitments under operating leases expiring after five years	45,833	45,833
	----- £45,833 =====	----- £45,833 =====

12. Movements on Funds

	At 01.01.13 £	Incoming Resources £	Resources Expended £	Transfer £	At 31.12.13 £
Unrestricted funds					
General fund	838,785	510,713	(856,530)	-	492,968
Designated Funds					
D&T Campaign	49,535	-	(20,539)	-	28,996
Curriculum Development	1,170,755	-	(91,494)	-	1,079,261
	-----	-----	-----	-----	-----
	2,059,075	510,713	(968,563)	-	1,601,225
	-----	-----	-----	-----	-----
Restricted funds					
Supporting Secondary D&T	687,117	196,559	(372,607)		511,069
Supporting Food Technology	308,856		(35,000)	-	273,856
Supporting Professional Development in D&T	238,679	72,980	(109,573)	-	202,086
Survey of Provision in D&T	30,990	-	(1,990)	-	29,000
Regional funds	6,388	-	(4,736)	(1,652)	-
McIntosh Funds	-	-	-	1,652	1,652
Resource Development	15,791	-	-	-	15,791
	-----	-----	-----	-----	-----
	1,287,821	269,539	(523,906)	-	1,033,454
	-----	-----	-----	-----	-----
TOTAL	£3,346,896	£780,252	£(1,492,469)	-	£2,634,679
	=====	=====	=====	=====	=====

13. Analysis of net assets between funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted funds	-	1,033,454	1,033,454
Unrestricted funds	23,053	1,578,172	1,601,225
	-----	-----	-----
	£23,053	£2,611,626	£2,634,679
	=====	=====	=====

14. Taxation

No Corporation Tax has been allowed for in these financial statements because the income of the company, a registered charity, is within the exemptions granted by Chapter 3 of Part 11 of the Corporation Tax Act 2010. The company has borne tax on its expenditure where appropriate.

15. Restricted Funds

Funding from Government and other sponsoring organisations focused on developing particular aspects of design and technology education.

- Supporting Secondary D&T – digital design and technology including CAD/CAM, electronics and robotics.
- Supporting Food Technology – raising standards by improving teachers skills and knowledge.
- Supporting Professional Development in D&T – developing resources and training materials to support new pedagogical approaches in D&T teaching and learning.
- Survey of Provision in D&T – Gatsby funding of the Survey of Provision in D&T.
- Regional funds – funding for the management and administration of activities at local branches.
- Resource development – this funding was carried forward from 2012 to further fund website development in relation to CPD resources and associated areas.

16. Designated Funds

The designated 'D&T Campaign' fund continued to be used to retain the subject's place in the National Curriculum and to raise greater awareness of the subject inside and outside of education.

In addition, activity started on 'Curriculum Development' to prepare for changes to the National Curriculum.

Thank you

The Design and Technology Association would like to thank members who have provided support and contributions over the year by attending meetings, writing articles, answering queries, monitoring the website, reviewing resources, signing petitions and responding to consultations. Our members are an essential component of the D&T Association – without their support the D&T Association could not function.

The D&T Association also needs to thank a wide range of industry partners and professional institutions for their support and commitment to design and technology education throughout the year.

Finally, the whole staff team at Wellesbourne deserves recognition and thanks. The continued success and development of the Association is largely down to their knowledge, skill and commitment.

Trustees and advisers

For the year ended 31 December 2013

Trustees:

Mr D Anderson*
Ms P Bolton to 31/12/2013
Mr A Churchill from 01/01/2014
Mr A Cooper
Mr T Duncan
Ms J Elms resigned 03/03/2014
Ms J Admans-Palmer
Mr M Hudson*
Mr M Ive OBE* to 31/12/2013
Mr P Jones
Mr C Lamb*
Mr J Mattick* (Chairman)
Mr A Midgley* (Treasurer)
Ms L Morris*
Mr P Shallcross
Mr T Tarrant

* These Trustees form the Finance & General Purpose Committee.

Chief Executive: Mr R Green

Patron: Sir James Dyson

Honorary President: Dr Ray Peacock OBE

Company Secretary: Mrs B van Beijnum

Bankers: Barclays Bank plc
Warwickshire Group of Branches

Auditors: Michael Harwood & Co
Greville House
10 Jury Street
Warwick
CV34 4EW

Registered Office: 16 Wellesbourne House
Walton Road
Wellesbourne
Warwickshire
CV35 9JB



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