



community transport
association

COMMUNITY TRANSPORT ASSOCIATION UK

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2022

Charity Number (England & Wales): 1002222

Charity registered in Scotland: SC038518

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1. OUR PURPOSES AND ACTIVITIES

Purpose

The objects of the charity are to relieve age, financial hardship, ill-health or disability by the provision of education and support to charitable bodies or persons who supply transport to groups or individuals in need of such relief.

The vision that we work toward is of a world where people can shape and create their own accessible and inclusive transport solutions.

Public Benefit

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance "Public Benefit: Running a Charity (PB2)". The charity provides a wide range of advice, training, publications, advocacy, events, development support, and other services to providers of community transport throughout the United Kingdom. We also help people to establish community transport schemes and help existing organisations to learn from each other and work effectively. Our free advice and information service covers all issues relating to voluntary, community and accessible transport for both members and non-members alike, thereby ensuring that Community Transport Association UK (CTA)'s expertise is readily available to all who may require it across the UK.

The extensive range of services provided by CTA helps many different organisations to deliver local solutions to meet specific transport needs identified in their communities. As such, our work of empowering community-based organisations and local authorities directly contributes to the well-being of people and communities. CTA is dedicated to promoting the role of voluntary and community transport to enable social inclusion, access, mobility and choice. We continue to work to influence government and others at national, regional and local level, to build support and investment for the community transport sector.

With staff based in all four nations of the UK, CTA works to the public benefit of its members, non-members and community transport users who are affected by different policies, legislation and political agendas, and is recognised as the voice of community transport across the UK.

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Activities

The purposes of the charity are:

- Championing accessible and inclusive transport
 - We will be the UK's leading authority on making transport more accessible and inclusive for the benefit of the communities served by our members.
- Connecting people and ideas
 - We will be recognised as the UK's main hub for the creation and exchange of knowledge, ideas and innovation on improving the accessibility and inclusivity of transport
- Strengthening our members and raising standards.
 - We work with our members to promote high standards of practice in community transport and support them to deliver excellent services

Putting these strategies into action we have four major areas of activity which are: member services; support and engagement; policy and advocacy; and projects and events.

Our work as described below is in the furtherance of developing the community transport sector to enable communities to shape and create their own accessible and inclusive transport solutions.

Member Services

CTA's advice and information service is available across the UK. We are the only organisation in the UK that provides a comprehensive and free advice and information service on community transport issues. CTA are the custodians of sector-led performance standards for community transport and through our advice service we support operators to work to these. Issues which CTA would advise on generally include; licensing, passenger safety, training enquiries and vehicle maintenance. CTA's advice and information service is delivered by staff who advise members by telephone and email. As part of this service we also provide a range of print and digital resources for our members and supporters.

In addition to the free advice service CTA manages a national training programme (MiDAS) and provides in-house training programmes to members. CTA also works with partners to deliver training and training resources to members.

Support and Engagement

We devote a significant amount of staff resource to developing and maintaining relationships with our members, funders and other external stakeholders. This enables us to: connect people and ideas, champion the role of inclusive and accessible transport to those outside of the community transport sector, and through these new relationships undertake project work which will strengthen the sector. Our relationship management is carried out primarily through our

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Chief Executive and Country Directors and through our developing communication channels which are managed by the staff team.

Our current communication channels are: CTA's website and blog, Twitter and LinkedIn accounts; "Together" the Journal of CTA; and News Brief (CTA's monthly newsletter.) Each communication channel serves a slightly different purpose, but they provide a unified means of reaching out to stakeholders and connecting members.

Policy and Advocacy

CTA works on behalf of its members to contribute to the formation of public policy where community-led transport solutions can improve access and inclusion. This has involved developing relationships with government departments (particularly the Department for Transport and their equivalents in Wales, Scotland and Northern Ireland), as well as government Ministers. This has involved arranging regular meetings to further relationships and the continued involvement of colleagues across government in our events such as the CTA Roadshow and annual conferences.

CTA collects membership insights to influence others across the sector. This year we have collected information from members on a range of issues including the profile of their organisation, changes to local services and their reasons for being a CTA member.

Projects and Events

CTA hosts events across the UK to connect members and share ideas. In the last year these have remained online, and have been at the centre of the organisation's support for members through the pandemic.

CTA's attendance at events enables us to gain new supporters, share ideas from the sector and build coalitions of supporters to develop inclusive and accessible transport solutions. Ultimately, this provides mechanisms through which members can access new funds, learn new ideas, and improve services to their users.

From time to time, CTA runs a range of projects and programmes that enable us to receive positive engagement from new partners who work within commercial transport, infrastructure and third sector organisations. Our income development is centred on building relationships that lead to investment in project work where there will be direct benefits to our members and the communities they serve. This has included developing relationships across the public and private sector and with key funders such as the Department for Transport.

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2. ACHIEVEMENTS AND PERFORMANCE

CHAMPIONING CT

We want to see greater attention given to community transport and the everyday experiences of its users in policy-making and the commissioning of local transport services. This involves showing how community transport is relevant and responsive to key areas of public policy and how our members improve quality of life for people and families in their local communities.

Building meaningful relationships with policy-makers, regulators, commissioners and other stakeholders to create a fair and workable regulatory and policy environment

2022 was another election year, with local government elections in England, Scotland and Wales and devolved assembly elections in Northern Ireland on 5 May, where CTA made its mark on the political landscape.

In February 2022, we launched our Scottish local elections campaign, which had significant success and has given us a strong platform to build new relationships and partnerships with local government transport leaders and officials. We engaged over 300 candidates across Scotland with our manifesto, *Sustainable Transport for All*, either directly via outreach by CTA or indirectly via our members. This two-pronged approach to deploy CTA's strategic view at a national level and to harness the energy and reach of our networks at a local level has helped to increase awareness of and support for the Community Transport sector across Scotland at a critical moment. We secured endorsements from three major political parties; in one national and two local manifestos; and from twenty-one individual candidates representing five political parties across four local authorities. We also secured national and local media coverage for our manifesto.

Also in Scotland, we have been focusing on re-establishing CTA as a recognised, respected and influential voice for our sector, its interests and thought leadership on sustainable transport in the worlds of Scottish politics and policymaking. It has been our aim to increase our policy and public affairs outputs to strengthen our ability to champion the Community Transport sector; inform a broader range of policymaking processes; and influence politicians, policymakers and stakeholders at national, regional and local levels. We responded to ten government consultations and parliamentary inquiries and established new relationships across Scottish Government departments, from Health and Primary Care to Climate Change.

In March the Northern Ireland team launched their own manifesto ahead of the 2022 Assembly Elections, our Northern Ireland Director reached out to all seven political parties in Northern Ireland, specifically focusing on MLA's running in rural constituencies to highlight the potential the sector has and how their influence was needed to help unlock its potential. Our manifesto was also shared with the Rural Community Network (RCN) and the Northern Ireland Council for Voluntary Associations (NICVA). The document became a jumping off point for key stakeholder and political engagement when the Northern Ireland Director was focusing on re-establishing CTA's presence in Northern Ireland after a gap of seven months.

In Wales we have been closely focused on influencing and shaping the new Wales Transport Strategy – Llwybr Newydd. Published in May 2021 and recognising community transport as sharing equal importance as other transport modes for the first time, this strategy presents a step change in Welsh Government's determination to deliver a truly integrated, accessible, inclusive and sustainable transport network for all Welsh citizens. Throughout the year we have worked closely with colleagues from Welsh Government and Transport for Wales, helping them to understand the value of community-led transport and influencing the policy

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landscape through partnership working. Following this focused and positive engagement, the end of the year saw a number of key events recognising the importance of community transport to an integrated and inclusive transport network and a set of clear commitments to the sector published in 'Bws Cymru', Wales' national transport delivery plan.

CTA has acknowledged that we need to become more impactful politically within England and improve the visibility and connectivity of our policy work with members and wider audiences. We want members to feel what we are doing is relevant and responsive to what they view as priorities, and so members can see the action being taken. This involves finding some new approaches to how we work, not just doing more policy work but also finding better ways to ensure that this is well received by members.

The proposed solution to this is that there will be two new roles created for 2022/23 which have a focus on England and ensuring that we are able to better represent our members. They are a Director for England and a Policy and Research Officer.

Proposed focus and priorities for Director for England

- Growing opportunities for member involvement in our policy shaping.
- Focus on central government and national political institutions.
- Re-establishing regular contact with MPs with a view to rebuilding the APPG.
- Better evaluation and reporting of our impact on policy change.

Proposed focus and priorities for reformed Policy and Research Officer role

- Research and data collection (building on Scotland mapping project).
- Developing our understanding of how members are organised in England and relate to local government structures.
- Focus on being our in-house expert on local government and the local geography of transport policy in England.
- Supporting members to be involved in local influencing by providing resources to support members to work locally on issues that align with what we are doing nationally.
- Participating in delivery of the advice service to help members make connections between policy and their work.

Improve the evidence base on the practices, performance and impact of community transport through involving our network and other organisations that research relevant policy areas

Throughout the period, 'Mapping Scotland' has been our flagship project for the team north of the border. In collaboration with CTA members and in partnership with Transport Scotland, we are building the first-ever accessible, interactive and online map of Community Transport in Scotland as a resource for our sector, policymakers, funders and passengers. We have been working hard to gather data, evidence and insights from our membership to also develop the first "State of the Sector"-style report for Community Transport in Scotland since 2015.

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The CTA team across the UK has also supported a number of academics, researchers and others with their work on issues like accessibility, decarbonisation and transport poverty. We supported the development of Sustrans Cymru's paper on transport poverty in Wales, 'Making the Connection' (published in May 2022), and contributed a paper to Welsh Government's research into double energy vulnerability in February, highlighting the essential contribution community transport makes in communities experiencing multiple deprivation. We provided expert testimony to a series of academic roundtables hosted by Cardiff University Centre for Climate and Social Transformation (report due in 2022/23) and to a separate research project led by University of Hertfordshire and funded by the Rural Town Planning Institute (findings published in July 2022). We also supported the work of the Wales Centre for Public Policy on Tackling Loneliness through the Covid-19 pandemic, highlighting the key role played by CTOs in supporting people who were shielding.

Following the successful publication of the "Serving Northern Ireland" and "Serving Scotland" reports in 2020/21, in April 2021 we launched a member survey across the UK to try to build a more complete picture of the impact of the pandemic on the CT sector as a whole, with a particular focus on England and Wales and with the aim being to produce a report we could share with members and our external stakeholder network. Unfortunately, this project was ultimately unsuccessful as the survey sent to the member network shifted focus significantly from the approach taken in Scotland and Northern Ireland, becoming too expansive and asking about multiple areas and datasets. This made it difficult, confusing and time consuming for members and resulted in a very low response rate, and unusable, unrepresentative data.

This has been a key lesson for the Leadership Group to take forward in our engagement with members. It is absolutely essential that when we seek their support and insights, we do so in a focused and targeted way which values their time, facilitates their participation, and includes a feedback loop to ensure they remain engaged at each stage of the project, with their contribution recognised. We can already see the impact of this approach in the Mapping Scotland project, with significantly higher response rates, positive member feedback, and a wide-ranging usable dataset beginning to emerge. This will be further tested in the AMAP campaign, and the Mapping Wales project launching in summer 2022. It is essential that we are consistent in our approach to member engagement across the country and take on board the lessons learned from the unsuccessful approach taken in the past.

Show how better outcomes are achieved for people and communities when they have passenger transport services that are locally owned and run by the community

Following extensive engagement with the 'Shared Prosperity' team within Welsh Government, in early 2022 we were able to secure investment into a pilot project connecting low-income families and individuals across the 'Western Valleys' region of south Wales. This will involve the co-production of multimodal, sustainable transport services which are focused on meeting the needs of communities across Neath Port-Talbot, Swansea, Carmarthenshire and Ceredigion. Four of CTA's members are currently working in partnership with representatives from each of their local communities, to map the needs and assets within the target areas and design accessible and inclusive services which enhance and integrate with existing transport networks. This project will launch later in 2022.

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With the ongoing pandemic precautions in place, we decided it would be unwise to attempt to bring the sector together for an in-person conference this year. However, we still wanted to recognise and celebrate the contribution of the sector and raise the profile of the vital work our members do with and for their local communities. In November 2021, we hosted #CTAwards21, a virtual awards ceremony designed to be accessible to all from their homes and offices. Our nominations were reviewed by a stakeholder panel made up of representatives from the Department for Transport, Social Finance, Endsleigh Insurance and Transport for Wales, and Development Trust Association Scotland, who told us that the calibre of the nominations made it very difficult to decide a winner in almost every category!

You can see a recap of the awards and download a copy of the beautifully put together 'Winners Booklet' at [here](#), which brings together pen pictures of the successful organisations and individuals who represent the very best of the CT sector.

In the run up to Christmas 2021 we launched a new 'Community Transport Advent Calendar', giving us a daily opportunity to showcase the incredible work delivered by our members across the UK. With posts across all our social media channels for the lead up to Christmas, and a summary blog posted at the end of the month, we were thrilled to be able to share stories from a wide range of operators about the work they do and the ways in which they support their communities at Christmas and throughout the year. Building on our very well-received annual posts for 'Volunteers Week' which focus on the contribution made by volunteers to the sector, this more holistic view of the range of ways in which our members deliver community support gave a lovely way of sharing their work with a wider audience, alongside thanking them for their efforts.

CONNECTING CT

We want to be at the heart of a vibrant network of people and organisations pursuing a social mission within the world of passenger transport.

Keep our members informed about new developments in policy and practice

As public health restrictions have changed and eased, CTA has continued to keep our members up to date throughout the pandemic on the latest guidance in each of the four nations through website and email updates, as well as providing specific advice and support to members on how best to keep their staff, volunteers and users safe.

During the period, our 'Scotland Spotlight' weekly e-newsletter has continued to be a key method of communication with Scottish members, especially in highlighting critical funding opportunities. Levels of engagement are now well above industry averages, as we continue to provide relevant and useful content.

Following consultation with the network, the Wales team have chosen to communicate with members monthly via an email newsletter. This brings together news and updates on work led by the CTA Cymru team, alongside member success stories, funding opportunities and training programmes relevant to the sector. This allows us to ensure a flow of nation-specific information for members to access which complements the UK-wide News Brief and Together publications.

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We have also hosted a number of member roundtable events, creating space for interested members to engage with and shape our policy work around delivery of Llwybr Newydd. This has empowered members to have a voice in, and influence over, the implementation of this fundamental reshaping of Wales' transport network. In 2021 this was supported by our collection of a suite of case studies on Welsh members' response to the Covid-19 pandemic, as this greatly enhanced our understanding of the creativity and resilience of the sector's response. This allowed us to articulate more accurately the challenges operators are now facing around mainstreaming services which were a response to the novel coronavirus, while managing the significant uplift in demand operators experienced towards the end of the year.

Northern Ireland has launched a newsletter to engage with all their members from across Northern Ireland to rebuild that relationship with the non-primary membership base which is work that hadn't been undertaken for a number of years. There is still a lot of work to do in that regard, and there are plans in the future to work to improve the provision for non-DFI grant funded members.

In April 2021 we created [a suite of resources](#) to support members to better understand the newly launched UK Bus Strategy 'Bus Back Better'. This new approach will mean significant changes, opportunities and challenges for operators in England. With the variation across the country in how local authorities approach this new policy landscape, we felt it was essential that we equip our members with the information they need to be able to make sense of what it could mean for them. This was complemented by a webinar on 'Full Cost Recovery', delivered in partnership with ECT, to ensure that operators are considering the full cost implications of any potential Enhanced Quality Partnerships alongside the opportunities these may present.

Supporting and creating opportunities for our members and supporters to come together, exchange ideas and be inspired.

The restriction on in-person meetings led us to adopting online platforms for delivering events, which enabled a flourishing of opportunities for member engagement. Throughout the year, we organised online member drop-in sessions every Friday which proved to be very popular and are still ongoing. These created excellent opportunities for members to come together each week and talk to each other, the CTA team, and guest speakers, asking questions and sharing ideas.

In Scotland, we launched a monthly online events programme, which has addressed key issues for members, brought in external speakers, provided access to government and raised participation and engagement levels.

In Northern Ireland there has been a series of online programmes, addressing key issues for members including transport to health, phasing out of Covid-19 restrictions and how to continue to protect passengers. The Northern Ireland Director has attended and provided secretariat for the bi-monthly rural community partner meetings, including setting part of the agenda to discuss key issues and to learn and understand more about the sector in Northern Ireland.

In Wales we have continued to hold our bi-annual member forums via zoom, holding space for Welsh members to come together, learn, ask questions and share progress. We are finding that these sessions are perceived as highly valuable by those who attend, but many of our membership choose not to join. While we have excellent direct engagement with many of them, it feels as though currently we are not offering the right value proposition for those members who are not currently regular attendees. The team are working

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on a new plan for events from September 2022 to explore different ways in which we can add value through our Welsh events offer.

In England the team have started to develop a network of forums bringing members together, this work has focused on the first phase during 2021-2022 with a mapping exercise to identify members within each region and existing forums that CTA can link into. The initial forums are in Somerset, West Midlands, Cheshire East and Greater Manchester. Through these meetings, along with raising the profile of CTA, we have been sharing best practice and supporting members to connect, exchange ideas and be inspired.

Build alliances with like-minded organisations to collaborate and campaign on issues of common interest

In November 2021, CTA and a wide range of coalition partners in the 'Sustainable Transport Alliance' (STA) hosted an event at COP26 to highlight how diverse voices, enthusiasm and creativity can be harnessed to achieve low-carbon transport systems and behaviours in local communities.

Transport emissions are rising faster globally than any other sector. While a shift to cleaner vehicles is important, it will take decades to take effect. To achieve meaningful change quickly, we must shift reliance away from private cars, making public and community transport, walking, cycling and shared mobility the 'natural choice'. Research shows the social side of this change is vital: creating place-based solutions, integrating low-carbon modes, and encouraging and enabling sustainable transport behaviours.

CTA directly engaged with our members over two specific advice drop in sessions on what they are already doing to deliver services sustainably, and what support they need to be able to do more. These insights were fed into the STA to shape the session, and the coalition of partners have followed this impactful and well-attended event with regular network meetings to identify and develop other opportunities to collaborate. In these bi-weekly meetings CTA has been able to influence and feed-in UK wide sustainable transport policy and raise the profile of the CT sector in doing so.

CTA has been building new alliances to tackle the impact of record inflation and the cost of living crisis on our members and the wider voluntary sector. Since early 2022, we have been leading a coalition of eleven organisations from across England, Scotland, Wales and Northern Ireland calling on the UK Government to review and deliver an inflationary uplift to the Approved Mileage Allowance Payment (AMAP) rates to better support volunteer drivers.

In Scotland, CTA boosted our profile and our ability to collaborate by joining the Scottish Parliament's Cross-Party Groups on Poverty and Sustainable Transport and Transform Scotland, a coalition advocating for sustainable transport.

CTA in Northern Ireland has influenced decision makers in Stormont to set up a Sustainable Transport APG, this will help CTA to have a voice which it hasn't had before at government level to champion CT.

SUPPORTING CT

We want our members and other community organisations providing transport to work with us to promote high standards of practice and services being delivered in a safe, legal and caring way.

Promoting CTA's Performance standards and provide resources that support members to use them to shape and direct their work and improve their overall effectiveness

In 2020, CTA took the decision to pause the rollout of our Performance Standards as we needed to prioritise support focused around members dealing with and reacting to the changes forced by the Covid-19 pandemic. We took the decision early in 2021-22 to remain focused on delivering operational support, as demand for

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support from the member network remained high in the context of changing government legislation and advice, rising and falling waves of case numbers, the rollout of the national vaccination programme, and operators restarting mothballed services. The Leadership Group will be revisiting the Performance Standards in 2022/23 to explore ways in which they can underpin an improved member resource suite which supports our members to grow their capacity and resilience for the future.

Providing advice and information to members to help them understand and work within the regulatory and commissioning environment and established good practice

Over this year our advice team handled 852 formal enquiries, with 166 (19%) of these being COVID-related. 574 (67%) queries were sent by CTA members and 278 (33%) by non-members. 330 (39%) of these have come from primary purpose organisations, 248 (30%) from secondary purpose organisations, 125 (15%) from education bodies, 46 (5.5%) from public sector bodies, (78 (10%) from individuals and 25 (0.5%) from private companies.

The most common areas where advice was requested were:

- Section 19 permits
- Driver licensing requirements
- Vehicle maintenance requirements
- Funding
- MiDAS training

Colleagues from across the UK also provided a range of advice, guidance, and support to organisations directly as part of our outreach and development work. This included case work around operators transitioning to O licenses, support with refused S22 permit applications, regional consultations on funding cuts, and training for staff and volunteers new to the CT sector. While it is harder to quantify this support, member feedback consistently shows that it is highly valued in enabling operators to deliver their services effectively, safely and legally.

In August 2021, we produced a [briefing for members](#) on the NHS England and NHS Improvement review of non-emergency patient transport services (NEPTS), setting out how a new national framework could make these services consistently more responsive, fair and sustainable. It was rewarding after several years of policy influencing, to see the vital contribution made by the CT sector recognised in the NEPTS report, which not only references community transport throughout, but further sets out how the sector's contribution can be better strengthened and integrated into the NEPTS network.

Managing a national programme of quality assured education and training to enhance driving standards and the safe operation of community transport vehicles

In the period covered by this report 16,135 MiDAS certificates have been issued, compared to 3,859 in 2020/21, reflecting the ability of many organisations to return to training following the easing of restrictions.

Throughout the pandemic, many MiDAS trainers were able to start delivering elements of the MiDAS theory course online so that drivers could continue to access training. We were also flexible in allowing drivers and trainers to extend their certificates if they had been unable to access training due to COVID-19 restrictions.

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Throughout the year we have been exploring an exciting new partnership with Hampshire County Council and Motability to ensure that MiDAS continues to meet the needs of our members, supporting them to deliver safe, legal and caring journeys. The three partners have signed a Memorandum of Understanding to set our vision for the transformation of MiDAS, namely: to become the leading platform for all aspects of driver and passenger assistant training (including accessibility training) across the transport sector – building on its existing position as a strong training programme for all organisations using minibus drivers and passengers assistants and creating the ‘gold standard’ for inclusive driver training and disability awareness. Throughout 2022/23 we will be driving this transformation forward, starting with a research and engagement exercise to gain a better understanding of how training for drivers and passenger assistants can impact on the experience and confidence of passengers.

Working with companies supplying the sector to develop and promote quality assured and affordable products and services created with our members’ needs and ways of working in mind.

We continued to have a very productive relationship with Endsleigh Insurance who are our partners for our CTA Insurance scheme – a bespoke insurance offering for CTA members. Take-up of policies with Endsleigh has been healthy and member feedback has been positive. We have also been grateful for additional support from them, for example, they attended an advice drop-in to discuss risk management and partnered with us as Headline Sponsors for the 2021 Community Transport Awards.

We have continued to sell advertising space in *Together*, our quarterly membership journal, despite financial constraints from the coronavirus pandemic affecting many of our partners.

GROWING CT

We are constantly on the lookout for opportunities to extend the reach and impact of the community transport model and mobilise new investment to enable those transformations.

Working with funders to encourage a strategic approach to investment in transport by and through community-run services

The need for appropriate and fair funding to decarbonise the Community Transport sector as part of a just transition to net zero has been recognised as a priority for CTA across the UK. In Scotland, we worked with the Scottish Government and the Energy Saving Trust to deliver a highly successful pilot round of the Plugged-In Communities Grant Fund, which enabled several Community Transport operators to purchase zero-emissions vehicles, decarbonise their fleets and take climate action in their communities.

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In Wales, 2021/22 saw a number of opportunities to secure additional funding for the sector. In addition to the Western Valleys investment of £1.3m, we were also able to secure £500,000 from Welsh Government as part of their “Winter Plan” to enhance capacity and reduce demand on clinical health and social care services, and £100,000 from Aneurin Bevan University Health Board to continue the partnership delivery of our “Transport to Health” programme begun in 2020/21. We also saw the final deliveries of vehicles funded through Welsh Government’s 2020/21 ‘Ultra Low Emissions Vehicle’ fund, which had been substantially impacted by delays in the supply chain.

While this additional funding for the sector is welcome, these short term and reactive funding opportunities restrict the sector’s ability to co-produce meaningful projects in partnership with their stakeholders and service users. Added to this, the ongoing focus on “innovative projects” means that those services which have consistently met the needs of their community and struggle to cover their core costs (particularly since Covid swallowed substantial amounts of operational reserves), continue to have issues with late payments and unreliable grant revenue. We have consistently reinforced the message – through all influencing channels and opportunities – that the sector needs consistent, pre-planned strategic investment that recognises its contribution, and the impact should such services be unable to continue to run. This work will continue until Welsh Government and other strategic funders make the changes necessary to fully and comprehensively support the sector sustainably.

Developing and delivering capacity building programmes which focus on finding new ways to sustain and grow our members’ services

Llwybr Newydd, the Wales Transport Strategy, was published in 2021 and now underpins all the work CTA does in Wales. Our Wales Transport Strategy Lead and Implementation Officer have worked closely with colleagues across Welsh Government to support the development of the National Transport Delivery Plan and the forthcoming Public Transport Bill, while at the same time shaping the ‘Third Sector Mini Plan’ for the next five years of developing and enhancing all modes of community-led transport. We now have a suite of priority projects which connect with and support CTA’s wider operational plan while giving dedicated focus to delivering the commitments set out in Llwybr Newydd, in partnership with our Welsh Government colleagues, to grow the sector across the country. In 2022/23 our focus will shift to how we can deliver this in practice through a range of events, training, peer support networks and communities of practice, much of which will also be transferrable and beneficial to the other nations of the UK.

Towards the end of the year CTA responded to the new Department for Transport (DfT) “Tackling Loneliness Through Transport” funding. This project if successful would be a new approach for CTA in working with members with a Grants Plus Approach. The aim of the project, along with testing new ideas and pilots to identify how transport can support people experiencing loneliness, is to develop a peer support and capacity building programme to build the sustainability of the organisations after the funding has ended. The intention of this would be to improve our support offer to members as well as have evidence showing the impact that transport has on the wellbeing of the community.

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DEVELOPING CTA

CTA is a great organisation to be a member of, with high levels of member retention. CTA is a great place to work and volunteer. We have significantly reduced the cost and impact of travel. We generate a surplus and are growing our income every year.

Our membership renewals continued strongly over the year and peaks were observed around events and new information published which demonstrates the benefits that organisations were wishing to continue to access.

We continued to actively communicate with CTA members through our main communications channels. This included sharing member stories, keeping members updated with the latest coronavirus guidance as it affects them, posting recaps of our events, sharing policy work as well as other content, including access to popular training sessions on topics like safeguarding and social media.

The COVID-19 pandemic continued to change ways of working and pose challenges for the Community Transport sector and CTA during the period. In addition, a number of members of the team moved on to pastures new. However, the hard work and team spirit of the organisation has prevented any disruption to the quality or quantity of benefit and services we provide to our members across the UK. As we move into a new, endemic stage of living with Covid 19, the CTA team and new Leadership Group continue to find the best ways of engaging with and supporting the sector and growing our reach and impact as an organisation.

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3. FINANCIAL REVIEW

Income

Incoming resources were £4.05m (2021, £1.07m). 92.9% of this is grant funding income with the remainder comprised of membership fees, income earned from the sales of training, consultancy and other services and advertising/corporate partnerships.

Expenditure

Operating expenses were £3.59m (2021, £952k). Of this figure, £3.27m was restricted fund expenditure. All restricted funding from each of the Scottish and Welsh governments, and the RTF grant in Northern Ireland has been used solely for the purposes intended and in accordance with the terms and conditions of grant.

As a result, CTA produced a surplus of in year income over expenditure of £462k (2021, £121k). CTA's operating surplus on its unrestricted income before fund transfers was £252k (2021, £48k).

Investment policy

Investment income relates to bank interest received from balances held on the deposit account. In view of the level of average deposits it is not considered to be material to the charity's objectives. The charity's objectives are maintained mainly through grants and charitable trading income. Priority is given to the charity's need to maintain predefined levels of annual cash flow to cover spending requirements incorporated in the latest business plan.

Reserves policy and going concern

The trustees have previously adopted a reserves policy, the objective of which was to protect CTA and its charitable activities by ensuring adequate liquidity while the organisation adjusts to changes in the financial and operating environment in the immediate short term (two to three months). At the same time, the trustees wanted to ensure reserves were not too high in order to maximise the resources applied to CTA's charitable purpose.

Following this policy, the trustees determined a target range of reserves of £200,000 to £290,000 in 2012/13. Free reserves sat at £356,011 at the end of the last financial year and have increased in the 2021/22 year through the operating surplus and the receipt of restricted funds deferred to support future operating costs.

Free reserves totalled £538k at the end of the 2021/22 year, with total reserves reaching £1.08m (2021, £625k). The change in total year-end reserves largely resulted from receiving restricted funding prior to year end that would be carried forward for expenditure in the 2022/23 financial year, and from the operating surplus on unrestricted funds.

COMMUNITY TRANSPORT ASSOCIATION UK
TRUSTEES REPORT

For the year ended 31 March 2022

Reserves policy and going concern (continued)

The Trustees are still committed to a continued programme of gradually building the free reserves through improved income generation activities over the next five years and have set budgetary targets for 2022/23 accordingly. The Covid 19 pandemic crisis has significantly influenced those budget targets based on the possibility of income generation activities remaining impaired whilst pandemic recovery takes place.

The upper target level of free reserves of £290k was exceeded at the end of 2021/22. The balance sheet now has net current assets of £1.08m (2021, £619k). The Trustees regularly review the circumstances of CTA and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future. Having taken account of the impact of the pandemic, the Trustees expect to have to use up to £40k of the reserves to maintain the organisation's operations during 2022/23. However, the Trustees are of the view that CTA is a going concern for the future.

Total funds held on 31 March 2022 were £1,087,684 (2021, £625,671). The categorisation and purpose of these funds is as follows:

	2021/22	2020/21
Unrestricted Reserves		
General Reserve – being the accumulated surpluses of the organisation	£538,315	£356,011
Designated Reserve 1 - being a fund to cover the organisation's financial commitment to the costs of developing driver training services	£60,000	£20,000
Designated Reserve 2 – being a fund to cover the financial costs of recruiting a new Chief Executive	£30,000	-
Restricted Reserves		
DfT Minibus Project Fund – being a fund provided to cover costs associated with the administration and distribution of the DfT's minibus purchase grants.	£191,779	£191,779
DfT MiDAS Development Fund – being a fund to support the development of the driver training services.	-	£38,000
Connecting Communities Fund – being a fund to develop community transport in Wales	-	£19,882
Big Lottery Fund – being a fund to support digitisation of the CTA's admin processes	£10,000	-
Electric Vehicle Fund – being a fund to support the purchase of electric vehicles for members in Wales	£25,000	-

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

Social Care Winter Pressures Fund – being a fund for distribution to members in Wales to support community activities in winter	£87,590	-
Western Valleys Funding – being a fund to pilot a demand responsive transport solution that will connect communities across the valleys	£45,000	
Transport to Health Project Fund – being funding received from the Aneurin Bevan Health Board to continue to develop the Gwent Transport to Health Project	£100,000	
TOTAL	£1,087,684	£625,671

Whilst unrestricted reserves are currently higher than the policy boundaries, the trustees' intention is to use the surplus reserves to invest in the organisation's digital capacity, specifically through the procurement and implementation of new customer relationship management system during 2022/23.

Across the year, there was a net inflow of cash to the organisation of £444,522.

Fundraising

CTA derives its income from the following core sources: government and other grant funding, memberships, retailing services to members (eg driver training), and corporate advertising in publications and at events. To this end, the organisation does not engage in raising funds directly from the general public or indirectly through a fundraising agent. As such, there is no expenditure from the charity's resources on raising funds directly from the public.

Covid 19 Pandemic

The circumstances presented by the Covid 19 pandemic have created challenges for CTA in relation to its financial operating model. A key income stream for the organisation is the sale of products related to minibus driver training, as well as acting as the franchising agent for the MiDAS scheme around the United Kingdom. The gradual relaxation of social distancing requirements enabled large scale training activities to gradually return to pre-pandemic levels during the 2021/22 financial year. This has improved the financial results for the year compared to the budget approved by trustees prior to its commencement.

The budget for the 2022/23 financial year was considered several times by the Finance and Audit Sub Committee and the Trustee Board prior to its approval. The budget has taken a reasonable view over the income that can be earned from driver training during 2022/23 with all pandemic restrictions now removed and factored that into its performance projections. During 2020/21 and 2021/22, a monthly budget forecast was produced to enable the trustees to keep track of the changing financial position. The trustees have kept this practice in place to ensure that the organisation remains a going concern.

The original budget for 2022/23 indicates that CTA's unrestricted reserves may have to be used to ensure the organisation can manage its way through the financial year, subject to additional

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

grant funding or income generation activities supplementing the known income. Cash flow forecasts have been revised to look up to 12 months ahead in order for the trustees to accurately assess the organisation's ability to remain a going concern.

At the point of signing the accounts, the trustees are satisfied that CTA remains a going concern.

4. FUTURE PLANS

In March 2020 the Trustee Board approved a refreshed vision and mission statement, and agreed the five themes for the organisation's strategic focus.

Our vision: Communities everywhere creating and sharing their own accessible and inclusive transport solutions

Our mission: To champion, connect, support and grow a thriving community transport movement across all parts of the UK

Five strategic themes to fulfil this mission are:

Championing CT: We want to see greater attention given to community transport and the everyday experiences of their users in policy-making. This involves showing how community transport is relevant and responsive to key areas of public policy and how our members improve quality of life for people and families in their local communities.

Connecting CT: We want to be at the heart of a vibrant network of people and organisations pursuing a social mission within the world of passenger transport.

Supporting CT: We want our members and other community organisations providing transport to work with us to promote high standards of practice and services being delivered in a safe, legal and caring way.

Growing CT: We will be constantly on the lookout for opportunities to extend the reach and impact of the community transport model and mobilise new investment to enable those transformations.

Developing CTA: We want everything we do to be amazing all the time. We want people to have a high quality experience when they work with us, as members, stakeholders, staff or volunteers.

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

5. REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Applications for trusteeship are sought by advertisement. Trustees serve for an initial three years and can be re-elected for a further three year period. The board has the power to appoint additional trustees as it considers fit to do so. The trustees serving during the year and since the year end were:

Alan Jones (Chair)	Oxana Grishina (Appointed 18 November 2021)
Sue Leighton (Vice Chair)	Steven Craker (Appointed 18 November 2021)
Chris Kutesko	Susan Dever (Appointed 18 November 2021)
Peter Hardy (resigned 18 November 2021)	Elizabeth Esnouf (Appointed 18 November 2021)
Paul Appelbe (Treasurer – resigned 18 November 2021)	Andrew Grieve (resigned 31 March 2022)
Alison O’Dornan (Treasurer – appointed 18 November 2021)	Chandra Vemury (resigned 26 January 2022)

Chief Executive

Bill Freeman (Until 18 March 2022)
Victoria Armstrong (From 19 September 2022)

Registered office

12 Hilton Street
Manchester
M1 1JF

Auditors

Dains Audit Limited
Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Etruria
Stoke on Trent
ST1 5RQ

Bankers

Charities Aid Foundation Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

The Royal Bank of Scotland plc
1 Corporation Street
Hyde
SK14 1AQ

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

Finance, legal and business advisors

Counterculture Partnership LLP
Unit NH.204
E1 Studios
7 Whitechapel Road
London E1 1DU

Charity numbers

1002222 (England & Wales)
SC038518 (Scotland)

Company number

01985361

Key management personnel:

Bill Freeman
Victoria Armstrong
Maxine van den Burgh
Stuart Bowler
Tim Cairns
Anneessa Mahmood

Chief Executive (until 18 March 2022)
Chief Executive (from 19 September 2022)
Director of Operations & Resources (until 30 June 2021)
Director of People & Operations (from 19 July 2021)
Director of Policy & Nations (until 9 July 2021)
Director of Member Support (until 30 June 2021)

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

6. STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

Following a special resolution passed at the charity's Annual General Meeting in November 2018 the organisation converted from a charitable company limited by guarantee to a charitable incorporated organisation (CIO) in July 2019 and a change in governing document to a CIO constitution was effected on conversion.

The Community Transport Association UK (CTA) is a Charitable Incorporated Organisation, governed by its constitution dated 29 July 2019, and amended on 19 November 2019. It is registered as a charity with the Charity Commission. The charity's objective and its principal activity continues to be to relieve age, financial hardship, ill-health or disability by the provision of education and support to charitable bodies or persons who supply transport to groups or individuals in need of such relief.

Appointment of Trustees

As set out in the CIO constitution, the Board is composed of up to six Trustees elected by the members from among candidates nominated by the Governance Committee at least two of whom must be based in two of either Wales, Scotland, or Northern Ireland. The Board may also co-opt up to a further five Trustees to meet such skills, experience and diversity requirements as the Governance Committee may from time to time specify. The Chair, Vice Chair and Treasurer are selected from amongst the Trustees.

When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed.

Trustee Induction and Training

Induction of new members of the Board is a shared responsibility between the Governance Committee, the Chair, external clerk to the Board and the senior management team. In 2020/21 the trustee induction adjusted to support a fully online induction. In Autumn 2021 the Board refreshed their induction process; introducing a full Board induction and development day to connect new and existing Board members which will refresh knowledge of the role and responsibilities of trustees and understanding the current work and context of CTA, particularly in a post-Covid UK society. Trustees can also be briefed on the governance structure of CTA and its committees and decision-making processes, the current strategic objectives and the recent financial performance of the charity. This will be supported by orientation, meeting key staff and visits to member organisations (physically or virtually). An ongoing trustee and Board development programme will be agreed for 2022.

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

Organisation

The Board of Trustees administers the charity. The Board meets quarterly and there are sub committees covering Governance, Policy and Finance and Audit. The committees also meet on a quarterly basis. 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 approved by the Trustees, for operations including finance, employment, external relations, public policy and public affairs and other related activity.

Related Parties and Co-operation with Other Organisations

None of the trustees receive remuneration or other benefit from their work with the charity other than reimbursement for out of pocket expenses. Any potential connection between Trustees, senior managers, or their extended families and any potential related party must be disclosed to the full Board of Trustees. In the current year, no such related party transactions were reported.

Pay Policies for Senior Staff

The Trustees consider the Trustee Board and the senior management team to comprise the key management personnel of the charity in charge of directing, controlling, running and operating the charity on a day to day basis. All Trustees give of their time freely and no Trustee received remuneration during the year. Details of Trustees' expenses and related party transactions are given in notes 8 and 10 to the accounts.

The pay of the senior staff is subject to the organisation's internal pay policy, approved by the Board in March 2019. The policy sets out the organisation's pay scales, role evaluation criteria, and how any cost of living award is considered and implemented by the Trustee Board. In view of the nature of the charity, the Trustees specifically benchmark the Chief Executive's pay against levels in other similar sized membership organisations. Details of the total remuneration and expenses received by senior staff members are provided in note 8.

Principal Risks and Uncertainties

The trustees have a risk management strategy that comprises:

- A regular review by the Finance and Audit Committee of the principal risks and uncertainties that the charity faces;
- The establishment of policies, systems, and procedures to mitigate those risks identified; and
- The implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

This work has identified the following five key risks for the organisation:

- Poor data and digital infrastructure
- Vulnerability of earned-income: MIDAS, related products and membership fees
- Administrative support for member services
- Failure to make measurable progress on key issues identified by members as priorities for policy attention
- Internal administrative support for member services

The trustees receive a quarterly update on the significant risks and the management strategies in place to mitigate them. As a result, the Trustees are confident that the identified key risks are controlled.

COMMUNITY TRANSPORT ASSOCIATION UK

TRUSTEES REPORT

For the year ended 31 March 2022

7. STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

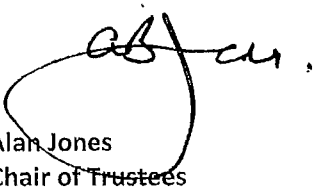
Charity law requires the charity trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements 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 to enable them to ensure that the accounts comply with the Charities Act 2011, the Charities (Accounts & Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf



Alan Jones
Chair of Trustees

14 September 2022

COMMUNITY TRANSPORT ASSOCIATION UK

AUDITORS REPORT

For the year ended 31 March 2022

Independent Auditor's Report to the Trustees of Community Transport Association UK

Opinion

We have audited the financial statements of Community Transport Association UK ('the charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, Balance Sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022, 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 Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

COMMUNITY TRANSPORT ASSOCIATION UK

AUDITORS REPORT

For the year ended 31 March 2022

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts & Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

COMMUNITY TRANSPORT ASSOCIATION UK

AUDITORS REPORT

For the year ended 31 March 2022

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 1443 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

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

- *the senior statutory auditor ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;*
- *we identified the laws and regulations applicable to the charity through discussions with directors and other management, and from our commercial knowledge and experience of the sector;*
- *we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the financial reporting legislation, Charities Act 2011, taxation legislation, anti-bribery, employment, and environmental and health and safety legislation;*
- *we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and*
- *identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.*

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

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

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

- *performed analytical procedures to identify any unusual or unexpected relationships;*
- *tested journal entries to identify unusual transactions;*
- *assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 1 were indicative of potential bias; and*
- *investigated the rationale behind significant or unusual transactions.*

COMMUNITY TRANSPORT ASSOCIATION UK

AUDITORS REPORT

For the year ended 31 March 2022

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

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

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts & Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Dains Audit Limited
Statutory Auditor.

Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Etruria
Stoke on Trent
ST1 5RQ
14 September 2022

Dains Audit Limited is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006

COMMUNITY TRANSPORT ASSOCIATION UK
STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2022

	Notes	Unrestricted Funds			Total funds	Total funds
		General Funds	Designated Funds	Restricted Funds	Year to 31 March 2022	Year to 31 March 2021
Income from:		£	£	£	£	£
Charitable Activities	2	379,920	-	3,478,695	3,858,615	978,898
Other Trading Activities	3	190,368	-	-	190,368	92,848
Investments	4	1,200	-	-	1,200	1,788
Total		571,488	-	3,478,695	4,050,183	1,073,534
Expenditure on:						
Raising Funds		106,143	-	-	106,143	117,754
Charitable Activities		213,041	-	3,268,986	3,482,027	834,382
Total resources expended	6	319,184	-	3,268,986	3,588,170	952,136
Net income/(expenditure)	7	252,304	-	209,709	462,013	121,398
Transfers between funds		(70,000)	70,000	-	-	-
Net movement in funds		182,304	70,000	209,709	462,013	121,398
Total funds brought forward		356,011	20,000	249,660	625,671	504,273
Total funds carried forward		538,315	90,000	459,369	1,087,684	625,671

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 31 to 44 form part of these financial statements

COMMUNITY TRANSPORT ASSOCIATION UK
BALANCE SHEET

As at 31 March 2022

	Notes	As at 31 Mar 22 £	As at 31 Mar 21 £
Fixed assets			
Tangible assets	12	11,794	6,667
Investment	13	<u>100</u>	<u>100</u>
		11,894	6,767
Current assets			
Stocks	14	20,906	31,463
Debtors	15	304,274	234,230
Current Investments	16	203,860	202,946
Cash at bank and in hand	23	<u>769,884</u>	<u>325,362</u>
		1,298,924	794,001
Creditors: amounts falling due within one year			
	17	<u>(223,134)</u>	<u>(175,097)</u>
Net current assets		<u>1,075,790</u>	<u>618,904</u>
Net assets	20	<u>1,087,684</u>	<u>625,671</u>
Funds			
Unrestricted funds	21	538,315	356,011
Designated Funds	21	90,000	20,000
Restricted funds	21	459,369	249,660
Total funds		<u>1,087,684</u>	<u>625,671</u>

The financial statements were approved and authorised for issue by the board of trustees on 14 September 2022 and were signed below on its behalf:



Alison O'Doman
Trustee

The notes on pages 31 to 44 form part of these financial statements

COMMUNITY TRANSPORT ASSOCIATION UK
STATEMENT OF CASH FLOWS

For the year ended 31 March 2022

	Notes	2022 £	2021 £
Net cash provided by/(used in) operating activities	22	<u>455,275</u>	<u>112,902</u>
Cash flows from investing activities:			
Purchase of fixed assets		(9,839)	(2,986)
Purchase of current investments		(914)	(2,810)
Net cash provided by /(used in) investing activities		<u>(10,753)</u>	<u>(5,796)</u>
Change in cash and cash equivalents in the year		<u>444,522</u>	<u>107,106</u>
Cash and cash equivalents at the beginning of the year		<u>325,362</u>	<u>218,256</u>
Cash and cash equivalents at the end of the year	23	<u>769,884</u>	<u>325,362</u>

Analysis of changes in net debt

	1 April 2021 £	Cash flows £	31 March 2022 £
Long-term borrowings	-	-	-
Short-term borrowings	-	-	-
Lease liabilities	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Cash and cash equivalents	(325,362)	(444,522)	(769,884)
Total net debt	<u>(325,362)</u>	<u>(444,522)</u>	<u>(769,884)</u>

The notes on pages 31 to 44 form part of these financial statements.

COMMUNITY TRANSPORT ASSOCIATION UK

NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

1. Accounting policies

Community Transport Association UK (CTA UK), which is a charitable incorporated organisation and limited to £1 per member has adopted the following accounting policies:

a) Basis of accounting

The financial statements 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) (issued in October 2019) – (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Public Benefit Entity

Community Transport Association UK meets the definition of a public benefit entity under FRS102.

c) Going Concern

The COVID19 pandemic has had an impact on the revenues from driver training products and minibus permits, though the CTA has been able to make appropriate overhead reductions to mitigate the lost income as well as utilising unrestricted reserves. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

d) Group Financial Statements

Group accounts have not been applied as the charity's subsidiary is permitted to be excluded from group accounts by virtue of being dormant. These financial statements therefore present information about the charity as an individual undertaking and not its group.

e) Legal status of the charity

The charity is a charitable incorporated organisation and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

f) Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Where income is received in respect of a future period, the amounts are reflected within deferred income.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are received. Donated facilities are included at the value to the Charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

g) Government Grant Income

Income from government grants are included in restricted funds and recognised when the charity has entitlement to the funds, its receipt is probable and its amount can be measured reliably.

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

h) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

Designated funds are unrestricted funds which have been designated for a specific purpose.

Restricted funds are funds which are used in accordance with specific restrictions imposed by donors.

i) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the cost of commercial trading activities including monthly journal production costs, corporate advertising costs, insurance commission costs and the costs associated with consultancy work.
- Expenditure on charitable activities includes costs related to government grants, memberships, member services and support, and training and conferences.

j) Allocation of support costs

Support costs are costs that cannot be directly attributed to particular headings and have been allocated to activities on a basis consistent with use of the resources. These costs relate to functions that assist the work of the charity but do not directly undertake charitable activities. The method of allocation of support costs is shown in note 7.

k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

l) Tangible fixed assets and depreciation

Tangible fixed assets costing more than £100 are capitalised at cost.

Depreciation is provided on the cost of the tangible fixed assets at rates calculated to write off their cost, less residual value, on a straight line basis over their expected life-span as follows:

Computer equipment	-	over 3 years
Fixtures and fittings	-	over 3 to 5 years

m) Stock

Stock consists of purchased goods for resale. Stock is valued at the lower of cost and net realisable value.

n) Debtors

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

COMMUNITY TRANSPORT ASSOCIATION UK
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For the year ended 31 March 2022

o) Current asset Investments

Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

p) Cash at bank and in hand

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

q) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

r) Pension costs

The charity operates a defined contribution scheme that is auto-enrolment compliant. Contributions are charged to the SOFA as they become due and are managed by a third party.

s) Value Added Tax

The Charity is registered for VAT. Income and expenditure is shown excluding VAT except to the extent that VAT is not recoverable.

t) Judgements made by Management

In the process of applying the above accounting policies the management have made the following judgements in preparing the financial statements:

	2022	2021
	£	£
Stock write off provision	2,055	2,110
Bad Debt Provision	10,959	1,233

u) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

2. Income from charitable activities	2022	2021
	£	£
<u>Restricted</u>		
Grants received (see note 5)	3,478,695	710,728
	<u>3,478,695</u>	<u>710,728</u>
<u>Unrestricted</u>		
Memberships	171,496	186,738
Member Services & Support	208,424	81,432
	<u>379,920</u>	<u>268,170</u>
3. Income from other trading activities	2022	2021
	£	£
Consultancy Fees	140,640	44,477
Monthly Journal Subscriptions	21,806	28,846
Advertisement Fees	4,723	1,798
Insurance Commission	23,199	17,044
Sundry Income	-	683
	<u>190,368</u>	<u>92,848</u>
4. Investment income	2022	2021
	£	£
Bank Interest	1,200	1,788
	<u>1,200</u>	<u>1,788</u>
5. Grants received		
<p>The charity enjoys a close working relationship with each of the Government bodies of the United Kingdom who provide funding to enable the charity to carry out its charitable objectives.</p> <p>Funding has also been received from non-government commercial entities.</p> <p>The following is a summary of the funding provided by these entities.</p>		
	2022	2021
	£	£
Department for Transport Grant	200,000	200,000
Scottish Government Grant	138,600	106,174
Department for Infrastructure (NI) Grant	48,100	55,100
Welsh Assembly Government Grant	198,982	156,785
EU Project Funding (clawback)/receipt	(17,635)	144,669
Big Lottery Fund	50,000	-
Electric Vehicle Fund	1,249,798	-
Western Valleys Fund	1,063,675	-
Social Care Winter Pressures Fund	447,175	-
West Midlands Trains Ltd	-	10,000
Department for Transport – MiDAS Development	-	38,000
	<u>3,478,695</u>	<u>710,728</u>

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

6. Analysis of Expenditure 2022

	Cost of Sales £	Staff Costs £	Other Costs £	Governance costs £	Support Costs £	2022 Total £	2021 Total £
Raising Funds	-	36,089	25,903	85	44,066	106,143	117,754
	-	36,089	25,903	85	44,066	106,143	117,754
Charitable Activities:							
Grant Expenditure	-	471,533	2,656,294	9,865	131,295	3,268,987	657,608
Memberships	-	12,608	304	18	39,698	52,628	88,431
Member Services & Support	40,582	16,684	54,747	154	48,245	160,412	88,342
	40,582	500,825	2,711,345	10,037	219,238	3,482,027	834,382
	40,582	536,914	2,737,248	10,122	263,304	3,588,170	952,136

Analysis of Expenditure 2021

	Cost of Sales £	Staff Costs £	Other Costs £	Governance costs £	Support Costs £	2021 Total £	2020 Total £
Raising Funds	-	61,261	22,277	738	33,478	117,754	77,130
	-	61,261	22,277	738	33,478	117,754	77,130
Charitable Activities:							
Grant Expenditure	-	448,199	99,466	4,836	105,107	657,608	713,724
Memberships	-	20,360	555	185	67,332	88,431	119,671
Training & Conferences	-	-	-	-	-	-	22,227
Member Services & Support	10,409	25,931	22,124	516	29,362	88,342	248,963
	10,409	494,490	122,145	5,537	201,801	834,382	1,104,585
	10,409	555,751	144,422	6,275	235,279	952,136	1,181,714

Of the total expenditure, £319,184 was unrestricted (2021: £294,528) and £3,268,989 was restricted (2021: £657,608).

The support costs have first been allocated against the grant funded activities and then on the basis of activity income.

The governance costs have first been allocated against the cost of raising funds and then on the basis of activity expenditure.

In addition to the staff costs above, there are a further £97,566 (2021: £97,674) which are included in support costs.

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

6. cont.

Support costs can be analysed as follows:

	2022	2021
	£	£
Staff costs	97,566	97,674
Facility costs	24,246	23,444
Office costs	15,055	16,092
Travel, subsistence & meeting costs	234	448
Legal & professional	76,094	71,291
IT/Website costs	15,595	14,170
Sundry costs	34,514	12,160
	<u>263,304</u>	<u>235,279</u>

7. Net income/(expenditure) for the year

This is stated after charging/ (crediting):

	2022	2021
	£	£
Depreciation	4,712	9,050
Operating lease rentals – property	41,946	47,213
Operating lease rentals – equipment	2,808	1,932
Bad debts incurred/(recovered)	9,726	(946)
Auditors remuneration:		
Audit	6,450	6,000
Corporation Tax Computation	-	425

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

8. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.

	2022	2021
	£	£
Staff costs were as follows:		
Salaries and wages	544,489	566,199
Redundancy and termination costs	12,478	4,317
Social security costs	49,152	51,657
Employer's contribution to a defined contribution pension scheme	23,737	28,854
Other forms of employee benefits	4,624	2,398
	634,480	653,425

The following number of employees received total employee benefits (excluding employer pension costs) during the year between:

	2022	2021
	No.	No.
£60,000 - £69,999	-	-
£70,000 - £79,999	1	-
£80,000 - £89,999	-	1

The total employee benefits including pension contributions of the key management personnel were £172,804 (2021: £239,738)

The charity trustees were not paid nor received any other benefits from employment with the charity in the year (2021: £nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £nil).

Trustees' expenses represent the payment or reimbursement of travel and subsistence costs totalling £3,972 (2021: £255) incurred by 8 (2021: 2) trustees relating to attendance at meetings of the trustees.

9. Staff Numbers

The average number of employees (head count based on staff employed) during the year was as follows:

	2022	2021
	No.	No.
Raising Funds	1.0	1.1
Grant Funded Activities	13.4	12.3
Memberships	0.4	0.6
Member Services and Support	0.5	0.7
Governance	0.2	0.2
Support	2.6	2.5
	18.1	17.4

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

10. Related Party Transactions

The charity had no transactions with related parties during 2022 (2021: £nil).

The charity has a subsidiary company CTA Trading Limited which was dormant throughout 2021 and 2022.

As at 31 March 2022 the amounts owed by the subsidiary amounted to £nil (2021: £nil).

The assets and liabilities of the subsidiary were:	2022 £	2021 £
Current assets	100	100
Creditors: amounts falling due within one year	-	-
Total net assets	100	100
Aggregate share capital and reserves	100	100

11. Taxation

The charity is exempt from corporation tax as all of its income is charitable and is applied for charitable purposes.

12. Tangible Fixed Assets

	Computer Equipment £	Fixtures & Fittings £	Total £
Cost			
At 1 April 2021	61,284	12,447	73,731
Additions	6,834	3,005	9,839
Disposals	-	-	-
At 31 March 2022	68,118	15,452	83,570
Depreciation			
At 1 April 2021	56,854	10,210	67,064
Charge for the year	3,696	1,016	4,712
Disposals	-	-	-
At 31 March 2022	60,550	11,226	71,776
Net book value			
At 31 March 2022	7,568	4,226	11,794
At 31 March 2021	4,430	2,237	6,667

Capital expenditure contracted for, but not provided for in the financial statements, was £nil (2021: £nil).

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

13. Investment

The charity's investment of £100 relates to the 100% holding in its wholly owned subsidiary, CTA Trading Limited. (see note 10).

14. Stock

	2022	2021
	£	£
Purchased goods for resale	20,906	31,463
	<u>20,906</u>	<u>31,463</u>

The value of stock impaired at the year end was £2,055 (2021: £2,110).

15. Debtors

	2022	2021
	£	£
Trade debtors	164,263	110,509
Other Debtors	868	4,644
Prepayments & Accrued Income	139,143	118,599
Other Taxes	-	478
	<u>304,274</u>	<u>234,230</u>

16. Current Investments

	2022	2021
	£	£
Carrying value and market value at the beginning of the year	202,916	200,136
Additions to investments at cost	914	2,810
	<u>203,860</u>	<u>202,946</u>

17. Creditors: amounts falling due within one year

	2022	2021
	£	£
Amounts due to subsidiary undertaking	100	100
Trade creditors	68,746	55,243
Other taxation and social security	17,813	13,608
Accruals	110,571	85,821
Deferred income	23,010	20,325
Sundry Creditors	2,894	-
	<u>223,134</u>	<u>175,097</u>

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

18. Deferred Income

Deferred income comprises corporate supporter income and trainer agent fees which are spread over the period to which they relate, plus any conference income invoiced in advance.

	2022	2021
	£	£
Balance brought forward	20,325	19,618
Amount released to income in the year	(20,325)	(19,618)
Amount deferred in the year	23,010	20,325
Balance carried forward	<u>23,010</u>	<u>20,325</u>

19. Financial Instruments

	2022	2021
	£	£
Financial assets measured at amortised cost	1,241,867	727,200
Financial liabilities measured at amortised cost	(200,025)	(154,672)

Financial assets held at amortised cost comprise trade debtors, other debtors, accrued income, current asset investments and cash at bank.

Financial liabilities held at amortised cost comprise trade creditors, sundry creditors, other taxation and social security and accruals

The Charity's income, expense, gains and losses in respect of financial instruments are:

	2022	2021
	£	£
Total interest income for financial assets held at amortised cost	1,200	1,788
Total interest expense for financial liabilities held at amortised cost	2,726	1,533

20. Analysis of group net assets between funds – current year

	General Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	11,794	-	-	11,794
Current assets	721,019	90,000	488,005	1,299,024
Creditors due within one year	(194,498)	-	(28,636)	(223,134)
	<u>538,315</u>	<u>90,000</u>	<u>459,369</u>	<u>1,087,684</u>

Analysis of group net assets between funds - prior year

	General Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Tangible fixed assets	6,667	-	-	6,667
Current assets	513,441	20,000	260,660	794,101
Creditors due within one year	(164,097)	-	(11,000)	(175,097)
	<u>356,011</u>	<u>20,000</u>	<u>249,660</u>	<u>625,671</u>

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

21 Statement of funds movement

	1 April 2020	Incoming Resources	Resources Expended	Transfers	31 March 2021
	£	£	£	£	£
Restricted funds					
Dept for Transport grant	-	200,000	(200,000)	-	-
Scottish gov't grant	-	106,174	(106,174)	-	-
Dept for Infrastructure – NI grant	-	55,100	(55,100)	-	-
Welsh gov't grant	-	156,785	(156,785)	-	-
DFT minibus grant	191,779	-	-	-	191,779
EU Connecting Communities Fund	4,761	144,669	(129,549)	-	19,881
West Midlands Trains Ltd	-	10,000	(10,000)	-	-
DFT – MiDas Development	-	38,000	-	-	38,000
Total restricted funds	196,540	710,728	(657,608)	-	249,660

Unrestricted Funds					
General Funds	307,733	362,806	(294,528)	20,000	356,011
Designated Fund – Judicial Review	-	-	-	(20,000)	20,000
Total unrestricted funds	307,733	362,806	(294,528)	-	376,011

	1 April 2021	Incoming Resources	Resources Expended	Transfers	31 March 2022
	£	£	£	£	£
Restricted funds					
Dept for Transport grant	-	200,000	(200,000)	-	-
Scottish gov't grant	-	138,600	(138,600)	-	-
Dept for Infrastructure – NI grant	-	48,100	(48,100)	-	-
Welsh gov't grant	-	198,982	(198,982)	-	-
DFT minibus grant	191,779	-	-	-	191,779
EU Connecting Communities Fund	19,881	(17,635)	(2,246)	-	-
West Midlands Trains Ltd	-	-	-	-	-
DFT – MiDas Development	38,000	-	(38,000)	-	-
Big Lottery Fund	-	50,000	(40,000)	-	10,000
Electric Vehicle Fund	-	1,249,798	(1,224,798)	-	25,000
Western Valleys Fund	-	1,063,675	(1,018,675)	-	45,000
Social Care Winter Pressures Fund	-	447,175	(359,585)	-	87,590
Transport for Health Fund	-	100,000	-	-	100,000
Total restricted funds	249,660	3,478,695	(3,268,986)	-	459,369
Unrestricted Funds					
General Funds	356,011	571,488	(319,184)	(70,000)	538,315
Designated Fund	20,000	-	-	70,000	90,000
Total unrestricted funds	376,011	571,488	(319,184)	-	628,315

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

Purposes of restricted & designated funds

The 4 Government grants are grants awarded in order to enable the charity to support charitable bodies or persons who supply transport to groups or individuals in need of mobility which would otherwise be denied.

The DFT minibus grant related to a grant awarded in order for the charity to administer the provision of minibuses awarded by the Department of Transport to various community transport charities. All of the minibuses have now been allocated and the balance of the grant will be used to fund future DFT projects.

The Wales EU Connecting Communities Fund relates to a grant awarded by the European Union in order to develop innovative solutions and projects to solve community transport issues in Wales. A provision has been made for the refund of unused grant funding.

The West Midlands Train grant relates to a grant awarded to support community transport operators and improve links to and from stations.

The DFT MiDAS development grant relates to funding to support the development of MiDAS (Minibus Driver Awareness Scheme).

The Big Lottery Fund relates to funding to be used to develop and improve the organisations infrastructure.

The Electric Vehicle Fund relates to funding received from the Welsh Government in order to administer and distribute grants to members for the purchase electric vehicles.

The Western Valleys Fund relates to funding for the CTA to pilot a demand responsive transport solution that will connect communities across the valleys, supplementing gaps in existing transport provision, increasing availability of accessible transport for those with mobility needs, and driving behaviour change for those currently using private transport.

The Social Care Winter Pressures Fund relates to a grant from the Welsh Government to support the delivery of activities over the winter months.

The Transport for Health Fund relates to funding from the Aneurin Bevan Health Board in order to continue to develop the Gwent Transport to Health project, connecting patients, visitors and staff with health settings across the health board's footprint.

The designated funds relate to funds set aside to cover costs of the MiDAS Development Project (£60k) plus the costs relating to the recruitment of a new CEO (£30K)

22. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2022	2021
	£	£
Net movement in funds	462,013	121,398
Add back depreciation charge	4,712	9,050
(Increase)/decrease in stocks	10,557	(2,895)
(Increase)/decrease in debtors	(70,045)	(26,071)
Increase/(decrease) in creditors	48,038	11,420
	<u>455,275</u>	<u>112,902</u>

23. Analysis of cash and cash equivalents

	2022	2021
	£	£
Cash in hand	300	135
Current accounts	616,949	187,963
Deposit accounts	152,635	137,263
	<u>769,884</u>	<u>325,362</u>

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

24. Operating lease commitments

As at 31 March 2022 the charity had future minimum lease payments under non-cancellable operating leases as set out below:

	Property		Equipment	
	2022 £	2021 £	2022 £	2021 £
Within one year	38,572	38,823	1,757	1,932
Within two to five years	-	36,638	4,672	589
After more than five years	-	-	584	-
	38,572	75,461	7,013	2,521

25. Pension Costs

CTA operates a defined contribution pension scheme through Royal London. The scheme is fully compliant with auto-enrolment legislation. There are two versions of the scheme in operation. For all employees who joined the scheme after the auto-enrolment date of 1 October 2015, contributions are split as 5% from the employer and 3% from the employee. For employees who were members of the scheme prior to the auto-enrolment date, contributions are related to their length of service rising to a maximum of 6% from the employer. In order for that version of the scheme to remain auto-enrolment compliant as the statutory contribution rates increase, employees were required to make either a 2% or 3% personal contribution to the scheme from 1 October 2018.

Total employer contributions to the scheme in the year were £23,737 (2021: £28,853)

The total amounts paid into the scheme in the year were £34,602 (2021: £43,441).

26. Capital Commitments

There are no capital commitments as at 31 March 2022 (2021: £nil)

COMMUNITY TRANSPORT ASSOCIATION UK
NOTES TO THE ACCOUNTS

For the year ended 31 March 2022

27. Comparative Statement of Financial Activity

		Unrestricted Funds	Designated Funds	Restricted Funds	Total funds Year to 31 March 2021
Income from:	Notes	£		£	£
Charitable Activities	2	268,170	-	710,728	978,898
Other Trading Activities	3	92,848	-	-	92,848
Investments	4	1,788	-	-	1,788
Total		362,806	-	710,728	1,073,534
Expenditure on:					
Raising Funds		117,754	-	-	117,754
Charitable Activities		176,774	-	657,608	834,382
Total resources expended	6	294,528	-	657,608	952,136
Net income/(expenditure)	7	68,278	-	53,120	121,398
Transfers between funds		(20,000)	20,000	-	-
Net movement in funds		48,278	20,000	53,120	121,398
Total funds brought forward		307,733	-	196,540	504,273
Total funds carried forward		356,011	20,000	249,660	625,671