

TRANSPORT TRAINING BOARD FOR NORTHERN IRELAND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 2 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Transport Training Board for Northern Ireland's (TTB) purpose is to promote and advance the education and training of persons employed or seeking employment in the automotive, transportation and logistics industries.

During 2022 TTB and its wholly owned subsidiary company, Transport Training Services (NI) Ltd continued to provide a diverse range of skill development at its Nutts Corner based training centre.

The training centre, which was officially opened in 2014, has the following facilities available for use by trainees:

- Three dedicated well-resourced Light and Heavy Vehicle workshops are used in the delivery automotive industry training.
- Seven temperature-controlled training rooms which are modern industry standard professional learning environments, equipped with high standard teaching & learning resources;
- E-Learning facilities
- The design of the building ensures the new facilities are accessible to people with a range of disabilities and meets all the current disability legislation; its location is in a central location for access for trainees from across Northern Ireland.

The Board owns the land of the Nutts Corner Business Park from which ground rents provide income.

Grant making policy

A total of £54,765 was released in the year in respect of previously deferred government grant income received.

Achievements and performance

During the year of 2022 TTB exceeded all expectations by inducting 103 apprentices into the training centre. A great achievement, bringing the total number of young people being trained in the centre to 256 and offering us the opportunity to expand our current team of trainers. This intake firmly establishes TTB as the market leader for Transport Apprenticeships in NI with a market share of 27.6%.

Our performance in the year secured an extension of the existing Dfe Delivery Contract and was further recognized by the successful attainment of the Education, Training Inspectorate Quality Audit.

All Business Park operations performed as normal with no defaults or closures being experienced. Towards the end of the year an increased level of interest was shown in available sites, hopefully to progress further into 2023.

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FOR THE YEAR ENDED 31 DECEMBER 2022

Financial review

During the year there was income of £1,177,565 (2021 - £146,217). The increase in income was due to the transition of the subsidiary companies training activities into TTB. The key sources of income for Transport Training Board continued to be funding raised from ground rents of tenants at the Nutt's Corner Business Park and received income for apprenticeship training from the Department of Economy's Apprenticeship NI program and sales of other training services.

The main assets of the Charity continued to be the Training Centre at Nutts Corner, the land of the Business Park and Transport Training Services (NI) Ltd. the wholly owned subsidiary company.

General expenditure for the year was £1,062,853 (2021 - £96,492). This included the costs of delivering training services, management of the training centre and business park.

At the year-end Transport Training Board had £1,852,204 of unrestricted funds of which £1,503,504 is represented by fixed assets particularly the training centre and business park site. The remaining funds will continue to be held as current assets which the Directors view as essential level of working capital for the next year and has retained funds which will be required in 2023 to ensure growth and development of training provision in the year ahead.

Risk factors

The trustees have assessed the major risks to which the charity is exposed including:

- Non-payment of ground rents by tenant organisations
- The withdrawal/reduction of government funding for Apprenticeships
- Re-occurrence of a Covid strain or related pandemic that forces further lockdowns and restrictions.

These risks will be monitored by the Board throughout the year by reviewing monthly management accounts and through discussions with the staff of the subsidiary.

Plans for the future

As we prepare for an unrestricted year of trading the Directors anticipate further growth in the type and scale of the provision of training at its modern training centre. It anticipates further provision of funding through grants to enable new developments in transport training across Northern Ireland and a consolidation of activity which will allow a stronger, simpler and more sustainable group structure.

To accommodate further planned increases in apprentices a refurbishment/extension plan is to be developed to cater for this increased capacity.

Structure, governance and management

The Transport Training Board for Northern Ireland is a company limited by guarantee with no share capital. Its operations are defined by a Memorandum and Articles of Association. A Board of Directors meets throughout the year to govern the operations of the charity.

All Directors are members of the company. No external body or individual has the power to appoint new charity Directors.

Through their governance of the charity, the Directors have had regard to the Charity Commission's guidance on public benefit.

TRANSPORT TRAINING BOARD FOR NORTHERN IRELAND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs Pamela Dennison
Mr Sam Patterson (Resigned 24 March 2022)
Mr Rodney Ferguson
Ms Catherine Boyd
Mr William Dougan
Mr William Gribben
Mr Paul Harris
Dr Sharon Loane
Mr Seamus Scallion
Mr Stephen Weekes
Mr Gordon White

None of the trustees has any beneficial interest in the charity.

Trustees do not receive remuneration; expenses are paid for the costs associated with fulfilling their roles.

The Board will deal with all major decisions facing the charity as they arise and plan the overall strategy for the charity. The Company Secretary as acting CEO supported by the SMT deals with day-to-day matters.

The wholly owned subsidiary company Transport Training Services (NI) Ltd has a separate Board that attends Transport Training Board meetings to provide regular reporting and review of performance. Its CEO also acts as Company Secretary for both companies.

Previously the Board commenced a process of review on its structure and agreed its intention to transfer, assets and many activities from its subsidiary to the parent company TTB. This transfer was completed on 31st December 2021

Relationships with related parties are monitored by the Board who are required to disclose any personal interests that may influence the charity as they arise. The principal related party is the charity's subsidiary, details of this are disclosed in the notes of the accounts.

Organisational structure and decision making

The Board will deal with all major decisions facing the charity as they arise and plan the overall strategy for the charity. The Company Secretary as acting CEO supported by the SMT deals with day-to-day matters. Trustees do not receive remuneration, expenses are paid for the costs associated with fulfilling their roles and are disclosed in the notes to the accounts.

Relationships with related parties are monitored by the Board who are required to disclose any personal interests that may have an effect on the charity as they arise. The principal related party is the charity's subsidiary, details of this are disclosed in the notes to the accounts.

Auditor

In accordance with the company's articles, a resolution proposing that Moore (N.I.) LLP be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees' report was approved by the Board of Trustees.

Mr William Gribben
Trustee
Dated: 20 September 2023

Mr Gordon White
Trustee
Dated: 20 September 2023