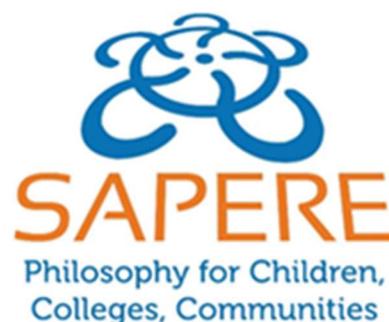


## Chair's Report to the Annual General Meeting 22 March 2019



The formal report of the trustees to the members for the period 1 September 2017 to 31 August 2018 forms part of the financial statements which will be available at the meeting. This will be filed with the Charity Commission and Companies House, as well as being sent to members. This report deals with matters which are required to be dealt with at the AGM, and also sets out thanks to the many people who have assisted SAPERE.

This year's AGM is rather later than usual because in this year we had our first audit. This is a longer procedure than the independent examination which we have had in previous years, and, because this was our first audit, additional time was required in order to ensure that everything was in the best order possible.

We hope you enjoy the beautiful new annual report which reports fully on the activities during the year. This document requires a considerable amount of work from the staff and the trustees, and we thank all the staff whose work over the year is recorded in it. I hope that no-one will mind if we note that many thanks are due in particular to Clare Woodcock for drawing the annual report together and for making it look so much nicer than previous annual reports, and to Naghza Khokhar, our accountant, for having borne the brunt of the audit.

### Retirement and election of trustees

The current trustees are:

Elizabeth Jones QC (Chair)	(elected at the AGM in 2015)
Nikki Perry	(elected at the AGM in 2015)
Catrin Rees	(elected at the AGM in 2015)
Kit Thorne	(elected at the AGM in 2016)
Daniel Baltzer	(elected at the AGM in 2016)
Jerrina Eteen	(elected at the AGM in 2016)
Alison Barne	(appointed by the board in November 2017 with effect from the end of the November 2017 AGM)
Jeannie Cohen	(appointed by the board in November 2017 with effect from the end of the November 2017 AGM)
Rod Cunningham	(appointed by the board in November 2017 with effect from the end of the November 2017 AGM)
Jack Langley	(appointed by the board at the board meeting on 14 July 2018 to fill the vacancy left by the retirement of Adrian Bruce) (Treasurer)

Under the articles, one third of the board must retire at each AGM, and those who must retire are those who have served the longest since they were last appointed. Accordingly, Elizabeth Jones, Nikki Perry and Catrin Rees are retiring at this AGM. Elizabeth Jones and Catrin Rees are standing for re-election. Jack Langley also has to step down at the AGM in accordance with the articles as he

was appointed following the resignation of Adrian Bruce. In addition, Kit Thorne has resigned with effect from the end of the AGM in accordance with the agreed policy in relation to trainer trustees.

The board recommends the re-election of Elizabeth Jones, Catrin Rees and Jack Langley as trustees. The board also recommends the election of Ivana Mahendra as trustee. In 2018, we conducted a recruitment exercise to find a replacement for Adrian Bruce, who retired during the year. We were lucky enough to find both Jack Langley, who was appointed as Treasurer, and Ivana Mahendra.

Jack is a Finance Analyst and trainee Chartered Accountant bringing several years of experience within finance in the charity sector. Before starting at Barclays, Jack was studying for a Masters in Chemistry at the University of Oxford, during which time he took on a couple of contrasting treasurer roles at small charities, including a community centre in Oxford, igniting his interest in charity finance. With Jack we have realised one of our aims in diversifying the board, by recruiting a trustee who is in his 20s. Obviously we still have a long way to go.

Ivana is the Chief Operating Officer for the Financial Lines UK business of AIG Europe. She brings a wealth of experience in financial planning, operations, board reporting and management information, and growing a business while developing a motivated and happy team.

We are extremely lucky to have been able to recruit both Jack and Ivana.

In addition, Paul Stockley will be appointed by the trustees following the process for identifying a new trainer trustee in accordance with the rules developed during the year. For those who don't know him, Paul has recently become a trainer, and he is a Head Teacher at Bradway Primary School in Sheffield. The trustees are delighted that we will have a head teacher on the board.

The result will be that the board is as follows:

Daniel Baltzer	(elected at the AGM in 2016)
Jerrina Eteen	(elected at the AGM in 2016)
Alison Barne	(appointed by the board in November 2017 with effect from the end of the November 2017 AGM)
Jeannie Cohen	(appointed by the board in November 2017 with effect from the end of the November 2017 AGM)
Rod Cunningham	(appointed by the board in November 2017 with effect from the end of the November 2017 AGM)
Jack Langley	(elected by the AGM in March 2019 (Treasurer))
Elizabeth Jones QC (Chair)	(elected at the AGM in March 2019)
Catrin Rees	(elected at the AGM in March 2019)
Ivana Mahendra	(elected at the AGM in March 2019)
Paul Stockley	(appointed by the trustees following the resignation of Kit Thorne)

Kit and Nikki will therefore cease to be trustees at the AGM. We are immensely grateful to both of them for all their many contributions to SAPERE over many years. Kit was one of those randomly selected for the PSB, so he will continue to serve SAPERE in that capacity. We also hope not to say goodbye to Nikki, who has been working on a project for some time and has kindly agreed to continue to run with it.

## Staffing, trainers and volunteers

2017-18 has been a year of considerable change for the SAPERE staff and trainers. We have had the joys of GDPR to deal with, the new Administrate system was identified and systems for it were developed, and we prepared for our first audit. Administrate is now in place (post year end) and the audit has been successfully completed. The trustees were aware that this was going to be a difficult time for everyone, and it has been. It will take a little longer for procedures to bed down, and for everyone to get used to doing things rather differently, and the trustees are very grateful to everyone, staff and trainers alike, who have expended so much hard work and been so patient during this time.

There have been, and will continue to be, staff changes as the workload increases with SAPERE's increased success. Amelia Foster continued as Chief Executive, Alison Allsopp as National Training Manager and Jen Simpson as Assistant National Training Manager. At the time of writing, Emma Leeson has joined the staff team to cover for Jen on a temporary basis. Lizzy Lewis continued as Partnerships and Content Manager. Sue Sweetland, as Finance Officer, has also taken on the role of contracts manager, and Thomasin Silk continued as Finance Assistant. Naghza Khokhar has joined as Accountant and Clare Woodcock has joined as Communications Manager. Rebecca Durrant was recruited as Sales and Marketing Officer, but has left within the year, and will be replaced shortly with a role with a slightly different emphasis. Kathryn Puncher and Karen Salt have continued as Administrative Officers. Mary Boullin continues as Operations and Events Manager, although at time of writing she is on maternity leave, and her role is being covered by Debbie Luther. Post year-end, Steve Bramall also joined the staff team as P4C Manager.

The trustees would also like to offer their grateful thanks to all those who help in various different ways, often on a voluntary basis. Steve Williams, Alison Hall, Rebecca Gough and Grace Lockrobin have continued in project management roles. Alison Hall and Steve Bramall have undertaken the writing of the new Level 2B course handbook. Trainers have offered their time and support to represent SAPERE at conferences and other events across the UK. Most importantly, all our trainers continue to deliver a high standard of training and support to schools and teachers. Trainers who work with EEF or Going for Gold schools have been training and supporting those schools over a sustained period of time. Many of these schools have gone on to achieve the Bronze Award or above. We recognise the work and commitment that goes into building lasting relationships with schools and teachers in order to develop and sustain P4C in the longer term.

The members of the Professional Standards Board (PSB) are essential to the running of SAPERE and during the year were: Rebecca Blackwood, Steve Bramall, Jeannie Cohen, Rod Cunningham (chair), Alison Hall, Pat Hannam, Sara Liptai, Steph Stevens, Roger Sutcliffe and Kit Thorne.

Post year-end, the Professional Standards Board (PSB) was re-organised and its remit clarified, as part of a significant piece of work which took place starting in 2017-18, designed to clarify and streamline SAPERE's processes, include a wider range of trainers, and ensure transparency and fairness in the allocation of non-training work. This piece of work led to (a) the adoption of a matrix of all decisions which are required in relation to training, course review and development and the trainer pathway (b) the revision of the terms of reference for and method of appointment to the PSB and (c) the introduction of a process for the appointment of trainers as trustees. The revised PSB terms are attached to this report as a reminder. The new PSB will start work at the next meeting following the AGM, and its members will be: Frances Gregory, Helen Griffin, Chris Houghton, Emma Leeson, Kit Thorne, plus two trustees.

## **Funders**

The Golden Bottle Trust has supported SAPERE for four years now, and has agreed to continue to do so for a further two years. Harvey McGrath has funded SAPERE's core costs for two years and will continue to do so for a further year. The trustees are deeply grateful for this support which has been invaluable in allowing SAPERE to strengthen its management and staff capabilities and establish a sound platform for future growth.

## **Going forward**

Plans for the future are set out in some detail in the financial statements at pages 13-15, and are therefore not repeated here. We look forward to significant growth in training now that the administrative systems and procedures which we have had to spend so much time and energy on are in place, and to the continued development of excellent P4C for as many children in as many different educational settings as we can reach.

**Elizabeth Jones QC**  
**March 2019**