



Teaching
Regulation
Agency

Teaching Regulation Agency

Annual Report and Accounts

For the year ended
31 March 2023



An executive agency of the Department for Education



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Performance Report

Performance Overview

Overview

This annual report and accounts (ARA) covers the operation of the Teaching Regulation Agency (TRA or the Agency), as an executive agency of the Department for Education (DfE or the Department), for the year ending 31 March 2023.

Statement of purpose and activities

Our purpose is to support employers, schools and headteachers with safeguarding responsibilities, as set out in our *2021-24 Corporate Plan*.¹

Teaching in England is a regulated profession, and legislation sets out the training which a teacher has to undertake in order to teach in certain settings. We are responsible for awarding qualified teacher status (QTS) and early years teacher status (EYTS) to individuals who have completed their training in England. We are also responsible for the professional recognition of teachers who have qualified outside of England. We maintain the central record of qualified teachers which provides employers the opportunity to complete pre-employment checks to ensure that they are employing teachers who are not prohibited from teaching and who are appropriately qualified for their role.

The Agency, on behalf of the Secretary of State, also takes action on receipt of allegations of serious teacher misconduct, as defined by *The Teachers' Disciplinary (England) Regulations 2012*² and as amended by *The Teachers' Disciplinary (Amendment) (England) Regulations 2014*.³

Teachers are one of the most significant factors in a child's education and the overwhelming majority never engage in any form of serious misconduct.

For the small minority which do, TRA is responsible for:

- investigating serious misconduct, where a teacher's alleged behaviour is fundamentally incompatible with being a teacher, and could lead to them being prohibited from teaching
- prohibiting teachers from teaching who have been found to have committed serious misconduct

Headteachers and governing bodies are responsible for managing teachers in relation to:

- their competence and conduct, and taking action to address underperformance
- less serious misconduct in their schools and relevant settings

1 <https://www.gov.uk/government/publications/teaching-regulation-agency-corporate-plan>

2 <http://www.legislation.gov.uk/uksi/2012/560/contents/made>

3 <http://www.legislation.gov.uk/uksi/2014/1685/contents/made>

Vision, mission and core principles

DfE's vision states "At our heart, we are the department for realising potential. We enable children and learners to thrive, by protecting the vulnerable and ensuring the delivery of excellent standards of education, training and care. This helps realise everyone's potential – and that powers our economy, strengthens society, and increases fairness."

We support this by striving to achieve excellence in all that we do by providing a fair and consistent regulatory system for the teaching profession on behalf of the Secretary of State.

We do this by:

- regulating the teaching profession through fair and rigorous teacher misconduct investigations and administering professional conduct panel hearings and meetings to enable schools to meet their *safeguarding responsibilities*⁴
- awarding QTS to teachers who successfully complete initial teacher training (ITT), and EYTS to individuals who complete early years ITT
- assessing applications received from teachers trained outside of England for recognition of professional status fairly and efficiently

These activities maintain the high-quality standards of the profession, allowing every child access to high-quality education, which are our overarching goals and objectives.

Accounting Officer's review

I was delighted to be appointed as the new Chief Executive of TRA from 1 June 2023. As my appointment came after the end of this reporting period, I have taken assurance from the previous Chief Executive (Alan Meyrick) that there has been a sound system of internal controls for this report. I would like to thank Alan for his leadership of the Agency since its creation and his work in the field of teaching regulation prior to that.

A key area of focus for the Agency during 2022-23 has been to increase our capacity to conclude teacher misconduct cases. Between 2019 and 2022, the live caseload we are managing has increased at an average rate of 27% per year. This is due to a number of factors including the impact of the Covid-19 pandemic on TRA's operations, an increase in case complexity and constraints on panellist capacity.

The Agency's Teacher Misconduct Unit (TMU) has taken extensive steps to address this challenge, including successfully implementing a new approach to holding hearings based on a 'virtual by default' model with the flexibility to allow for hearings to be held in-person, in line with Regulatory and Procedural requirements. Between February and July 2022, we identified that approximately 80% of hearings were held virtually and were on average 23% less expensive than in-person hearings. These savings and efficiencies were re-invested to increase hearing capacity by 28%. The TMU has also reviewed its organisational structure by creating a dedicated Hearings Delivery and Stakeholder Team, which has increased resilience and improved the process for administering hearings. As a result of these changes, the number of hearings has increased by 39% from 149 in 2021-22 to 207 in 2022-23.

⁴ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/886210/Teacher_misconduct_Disciplinary_Procedures_for_the_teaching_profession.pdf

Other interventions undertaken this year will continue to increase our capacity to conclude cases in 2023-24, including a digital discovery exercise which reviewed TMU's end-to-end internal processes and has made recommendations to maximise potential efficiencies and streamline processes. In addition, there has been a recruitment exercise to increase the number of publicly appointed panellists, which will enable TRA to hold additional hearings from August 2023.

In March 2023, TRA launched a new GOV.UK online service for employers and members of the public to refer serious misconduct by a teacher in England. This service was introduced to provide a more user-friendly digital experience, improve efficiency and to reduce manual processes to minimise the risk of human error.

TMU has continued to strengthen its engagement with stakeholders, including developing a Memorandum of Understanding with Ofsted following recommendations in the [IICSA: report of the Independent Inquiry into Child Sexual Abuse](#).⁵ This will support both organisations to share relevant information when there are safeguarding concerns and will be in place in 2023-24. TRA has also been working with the College of Policing to increase awareness of TRA's role within individual police forces.

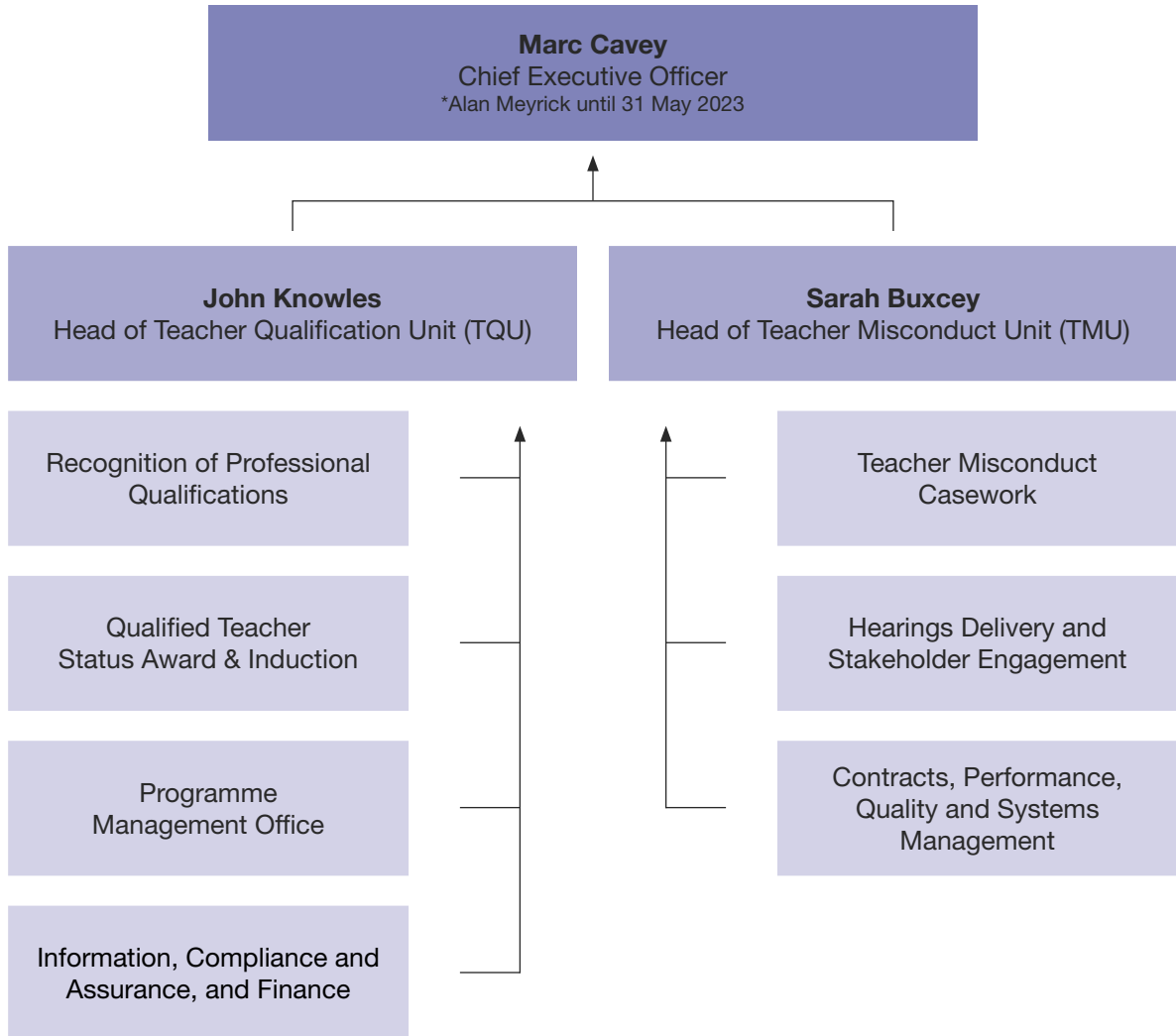
The Agency's Teacher Qualification Unit (TQU) has modernised its services through the deployment of new technology. The introduction of the 'Find a lost Teacher Reference Number' service in May 2022 automated 60,235 enquiries, many of which would have previously required an agent to respond. TQU continued to benefit from the introduction of email and telephony handling solutions deployed in February and March 2022. These solutions further removed administrative time previously required to respond to enquiries.

The new 'Apply for QTS' service was launched in November 2022 enabling teachers who hold a teaching qualification from an EEA country, Australia, Canada, New Zealand, Gibraltar and the USA to apply to the Agency to have their professional qualifications recognised in England. This service was further developed in February 2023 to additionally enable qualified teachers from Ghana, Hong Kong, India, Jamaica, Nigeria, Singapore, South Africa, Ukraine and Zimbabwe to apply for QTS in England.

TQU has also collaborated with the DfE to rationalise and improve data collection processes. During 2022-23, this has included consolidating the collection of initial teacher training and national professional qualification data into a new service.

⁵ <https://www.gov.uk/government/publications/iicsa-report-of-the-independent-inquiry-into-child-sexual-abuse>

Structure of the Agency



TRA is formed of the following two operational units:

- **TQU**

Awards QTS to teachers, and EYTS to individuals to teach children up to age 5 in England. It is responsible for the professional recognition of overseas trained teachers (OTTs) for *QTS in England*.⁶

- **TMU**

Responsible for considering all referrals of teacher misconduct and investigating cases that fall within its jurisdiction and meet the threshold for serious misconduct. Where appropriate it will impose an Interim Prohibition Order (IPO) and administer professional conduct panel meetings and hearings. TRA Directors, as identified on page 34, act on behalf of the Secretary of State to consider panel recommendations and decide whether to impose a prohibition order and, where appropriate, agree a review period. In addition to the TRA Directors, where appropriate, the Senior Sponsor may undertake the role of decision maker on behalf of the Secretary of State.

TMU is responsible for stakeholder engagement working closely with Departmental policy, media relations and legal teams, trade unions, contracted legal firms and panellists. TMU is also responsible for the management and development of performance reporting, IT systems and quality, to improve the teacher misconduct process.

TRA central services including its Programme Management Office (PMO); its Information, Compliance and Assurance Team; and its Finance function sit within TQU.

6 <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32005L0036>

Summary of performance

During 2022-23 the Agency:

- increased the number of hearings by 39% from 149 in 2021-22 to 207 in 2022-23
- launched a new online referral service for employers and members of the public to ‘report serious teacher misconduct in England’
- reviewed the new hearings model, including gathering feedback from panellists, national teaching unions, legal firms and staff. The review has confirmed the model is fit for purpose and more resilient
- launched new digital solutions which support helpdesk enquiry handling, these include the ‘Find a lost Teacher Reference Number’ service
- published a revised *Framework Document*⁷

Key risk summary

Principal risks

Our principal risks are those that, if materialised, would have significant impact on our operational delivery and may prevent us from achieving our organisational objectives.

The Agency has adopted DfE’s Risk Management Framework which seeks to devolve accountability to those best placed to effectively manage a given risk at the right level. When deciding which risks to report we have taken into consideration both the likelihood and impact of the risks materialising. Each individual principal risk is owned at Director level and regularly reported through our governance structure. Further information on our risk management framework can be found in the Accountability Report on page 33.

⁷ <https://www.gov.uk/government/publications/teaching-regulation-agency-framework-document>

The table below highlights the Agency's key operational risks, the impact should the risk materialise, and current mitigations in place to prevent this happening.

Risk	Area	Mitigation
<p>A risk of a successful challenge to TRA's model of teacher regulation through legal channels, i.e., Judicial Review or High Court appeal, which could affect TRA's ability to make decisions on behalf of the Secretary of State.</p> <p>This would impact TRA's ability to operate, with cases potentially being put on hold until a review of current procedures and/or regulations is carried out.</p> <p>This could impact on teachers, witnesses, and employers, until cases are fully concluded. Causing stress to those involved and could lead to adverse media scrutiny and reputational damage to TRA and DfE.</p>	TMU	<p>Risks for individual cases are identified and discussed with a nominated Senior Responsible Officer.</p> <p>Close working relationships with the Department's legal advisors, the Government Legal Department and policy colleagues to ensure potential issues are considered at an early stage to support a robust legal position.</p> <p>TRA works closely with the Department's Press Office team to manage communications that arise from the reporting of hearings.</p>
<p>A risk of TRA live misconduct case numbers continuing to increase, causing delays to concluding cases within reasonable timescales.</p> <p>This could impact on the reputation of the TRA and DfE and its ability to regulate the profession effectively. It also has the potential to attract negative publicity from the press, unions, public and High Court.</p>	TMU	<p>Holding virtual hearings to mitigate delays in hearing cases.</p> <p>Continuous improvement of end-to-end processes by streamlining activity and structures. Exploring further opportunities through digital transformation.</p> <p>TRA and DfE policy team ensuring panellist capacity meets current and forecasted demand.</p> <p>Forward planning to understand trends and impact, informing options and levers in discussion with CEO, Director and other key stakeholders.</p> <p>If allegations include behaviours which put pupils/public safety at risk an interim prohibition order (IPO) can be imposed by TRA to prevent the teacher from teaching unsupervised at any stage of the case.</p>
<p>There is a risk that the introduction of the new professional recognition route for overseas trained teachers on 1 February 2023 will result in TRA receiving a significantly higher number of applications for QTS than projected, causing delays to the award of QTS.</p>	TQU	<p>Implement new Apply for QTS casework management system to improve the efficiency of application processing.</p> <p>Increase the number of specialist caseworkers who can assess applications for QTS.</p> <p>Introduce casework triage stage to support swifter decision making.</p> <p>Collaborate with DfE to prepare for any future changes to the route.</p>

Performance Analysis

Overview

The Performance Analysis section provides further detail on the Agency's performance against its objectives. TRA's performance is measured by 10 key performance indicators (KPIs), which are monitored on a monthly basis.

The outcomes against our performance indicators are set out below.

Performance against objectives

Key organisational performance measures and indicators

Teacher Qualification Unit KPIs

Performance indicator	Target	2022-23 outcomes	2021-22 Outcomes	2020-21 Outcomes
TQU will process all QTS recommendations from ITT providers, and make the outcomes available on the central record of qualified teachers within two working days of receipt	100%	100%	100%	100%
TQU will process all induction results submitted by appropriate bodies, and make the outcomes available on the central record of qualified teachers within two working days of receipt	100%	100%	100%	100%
The central record of qualified teachers will be available to users for 98% of the reporting year	98%	99.2%	99.6%	99.8%
Initial Assessment: 100% of European Economic Area (EEA) and Switzerland applications initially assessed within the 20 working days service level agreement	100%	100%	99.9%	82%
Award/Decline decision: 100% of applications completed within 90 working days for EEA, and 20 working days for OTT as specified in service level agreements	100%	100%	99.9%	99.4%
TQU helpdesk: 100% of helpdesk emails responded to within five working days of receipt	100%	100%	100%	100%
TQU helpdesk: abandonment rate for helpdesk telephone enquiries to be less than 5%	<5%	1.7%	1%	1.4%



100%

TQU will process all QTS recommendations from ITT providers, and make the outcomes available on the central record of qualified teachers within two working days of receipt



100%

TQU will process all induction results submitted by appropriate bodies, and make the outcomes available on the central record of qualified teachers within two working days of receipt



99.2%

The central record of qualified teachers will be available to users for 98% of the reporting year



100%

TQU helpdesk: 100% of helpdesk emails responded to within five working days of receipt



100%

Initial Assessment: 100% of European Economic Area (EEA) and Switzerland applications initially assessed within the 20 working days service level agreement



100%

Award/Decline decision: 100% of applications completed within 90 working days for EEA, and 20 working days for OTT as specified in service level agreements

Teacher Misconduct Unit KPIs

Performance indicator	Target	2022-23 outcomes	2021-22 outcomes	2020-21 outcomes
Initial assessment: 95% of referrals are initially assessed within three working days from the date of receipt	95%	98%	99%	98%
Investigation: cases that are formally investigated are concluded or referred to a hearing within 20 weeks (median) from the date the investigation commences	20 weeks	30.42 ¹ weeks	34.79 weeks	25.29 weeks
Hearing: teacher misconduct cases that are considered at the hearing stage are concluded within 52 weeks (median) from the date of receipt of the referral	52 weeks	113.14 ² weeks	85.29 weeks	66.29 weeks

The reasons for the KPIs relating to investigations and hearings not being achieved in 2022-23 are as follows:

1. Due to case numbers and resource constraints, TMU experienced a build-up of cases affecting this KPI (Investigations). In 2022-23 we implemented a workable solution which resulted in a reduction in the number of weeks, improving performance from the previous year. We will continue to follow those plans and make progress in achieving this KPI during 2023-24.
2. As a result of the hearing demand exceeding the Agency's capacity, performance against this KPI (Hearings) has continued to deteriorate. Hearing postponements and panellist capacity has also impacted on our ability to meet this KPI. The TRA increased the projected number of hearings to 180 in 2022-23 and beyond, to help reduce the surplus of cases. Despite all the challenges faced, TRA concluded 207 hearings in 2022-23 which exceeded projections. In addition, new panellists have been recruited to increase capacity and the earlier changes implemented to our hearings model now allows greater flexibility when scheduling hearings. TRA plans to hold additional hearings during 2023-24 to reduce delays and support the timely conclusion of cases.

Performance in delivery areas

TQU

Key Outcomes for TQU

During 2022-23 TQU has:

Outcomes	2022-23	2021-22	2020-21	2019-20
awarded QTS to individuals who have completed a course of initial ITT in England	32,877	37,077	32,074	31,752
awarded EYTS	428	508	360	400
awarded QTS to teachers who completed the assessment only route in England	1,511	1,576	1,191	1,432
awarded QTS in England to teachers trained in Wales	1,326	1,356	1,069	1,043
awarded QTS in England to qualified teachers from Scotland and Northern Ireland who applied for recognition	426	551	460	383
awarded QTS to OTTs who applied for recognition in England*	2,002	1,684	2,940	3,868
delivered QTS and induction certificates to teachers through TSS	49,606	69,549	60,302	55,691
supported teacher status checks	606,375	570,715	325,209	467,084
supported standalone DBS barred list status checks through the online employer access service	167,593	208,100	N/A	N/A
recorded induction passes to ECTs, onto the central record of qualified teachers**	3,137	26,464	27,404	28,411
issued TRNs to persons on the central record of qualified teachers	34,059	38,903	43,778	38,077
answered helpdesk telephone calls	11,722	23,089	20,412	33,116
responded to email helpdesk queries	64,564	65,795	54,474	45,485

* Data relates to teachers who applied for QTS prior to 1 February 2023 and were awarded QTS between 1 April 2022 and 31 March 2023. For full breakdown of awards by country please see Annex A.

** Introduction of Early Career Teacher (ECT) Induction in September 2021 increased the statutory induction period from one to two years. The majority of the first ECT cohort will complete their induction in 2023-24.

TQU also:

- maintained the central record of qualified teachers in England, and the central list of teachers prohibited from teaching in England
- managed annual data collection services to ensure the accurate recording of QTS, EYTS, ITT, statutory induction outcomes, national professional qualifications, and mandatory qualifications onto teacher's records in the central record of qualified teachers

Recognition of Professional qualifications for overseas trained teachers

Recognition of professional qualifications

Between 1 April 2022 and 31 January 2023, under retained EU and domestic legislation, teachers who held a teaching qualification from an *EEA*⁸ member state, Australia, Canada, Gibraltar, New Zealand, Switzerland, and the USA were eligible to apply to have their professional qualifications recognised in England. Successful applicants were awarded QTS.

On 1 February 2023, DfE introduced a new route to recognise the professional qualifications of overseas trained teachers. This route introduced a consistent set of standards overseas trained teachers must meet to be eligible for QTS in England. It also expanded the eligibility to allow qualified teachers from Ghana, Hong Kong, India, Jamaica, Nigeria, Singapore, South Africa, Ukraine and Zimbabwe to also apply for QTS. Further information about the new route can be found on [GOV.UK](https://www.gov.uk).⁹

Annex A, on page 80, provides a breakdown by country of teachers who applied for QTS prior to 1 February 2023 under the old route and were awarded QTS between 1 April 2022 and 31 March 2023. Information on the QTS awards made under the new route will be published separately during 2023-24.

Qualified teacher status and induction

QTS

Teachers must have *QTS*¹⁰ to take up a teaching post in England in a local authority maintained primary, secondary, or special school or a non-maintained special school.

We continued to make QTS awards to individuals who successfully completed an accredited ITT course, or an assessment only programme, in England, and to trained teachers from Scotland, Northern Ireland, Wales or overseas countries where there is agreed professional recognition of qualified status.

Early Career Teacher Induction

All qualified teachers who are employed in a relevant school in England must by law have completed an induction period satisfactorily, subject to specified exemptions as outlined in the related *guidance*.¹¹ Statutory induction is the bridge between ITT and a career in teaching. TRA is responsible for updating the central record of qualified teachers once a teacher has completed their induction.

In September 2021, reforms to statutory induction increased the length of the induction programme from one to two years. The majority of Early Career Teachers who began their induction in September 2021 are due to complete their programmes during reporting year 2023-24. The number of induction passes recorded in 2022-23 is therefore lower than previous years.

8 The EEA consists of the 27 European Union (EU) member states, Iceland, Liechtenstein, and Norway.

9 <https://www.gov.uk/government/publications/awarding-qualified-teacher-status-to-overseas-teachers/a-fairer-approach-to-awarding-qts-to-overseas-teachers--2>

10 <https://www.gov.uk/guidance/qualified-teacher-status-qts>

11 <https://www.gov.uk/government/publications/induction-for-early-career-teachers-england>

Teacher self-service portal (TSS)

TSS provides teachers with access to their records held on the central record of qualified teachers, which we maintain on behalf of the Department. For the purpose of data protection legislation, the Department is the data controller for data held and processed within the central record of qualified teachers.

Access to this portal enables teachers to view their teacher record, obtain electronic copies of their QTS, EYTS and/or induction certificates, obtain electronic copies of relevant leadership qualification certificates, update personal details and download a letter confirming teacher qualifications.

Online employer access service

Employer access is a free service for schools, sixth form colleges, local authorities, ITT providers and teacher supply agencies in England to check the record of a teacher they employ or are considering employing. It should be used before appointment, and as part of ongoing safeguarding checks, to check for the award of QTS, completion of teacher induction, and prohibitions, sanctions and restrictions that might prevent the individual from taking part in certain activities or working in specific positions. *Further guidance*¹² is published online.

Teacher reference numbers (TRN)

TRA and the Teachers' Pension Scheme (England and Wales) (TPS) allocate TRNs to persons in England. The Education Workforce Council for Wales will also allocate TRNs to persons in Wales according to their needs.

A TRN is a unique seven-digit reference number allocated to:

- teachers (qualified or trainee teachers)
- early years teachers (holding EYTS or training towards it)
- those who hold, or are working toward gaining, a National Professional Qualification
- persons who have been eligible to contribute to the TPS
- those who have a relevant restriction in relation to teaching in England

A TRN can be allocated in England by the TRA, when:

- a trainee teacher's, or an early years teacher's, record is created on the central record of qualified teachers
- QTS is awarded to an overseas qualified teacher who has successfully applied to have their qualifications recognised in England
- a person is subject to a relevant restriction in relation to teaching in England
- a person is undertaking a national professional qualification
- TPS can allocate a TRN if they identify a person is eligible to contribute to the scheme, and that person does not already have a TRN.

¹² <https://www.gov.uk/guidance/teacher-status-checks-information-for-employers>

TMU

The Education Act 2002, as amended by the Education Act 2011, gives responsibility to the Secretary of State to regulate the teaching profession in England and to hold a list of teachers who have been prohibited from teaching. TRA on behalf of the Secretary of State is responsible for regulating the teaching profession and manage the list of prohibited teachers.

Key outcomes for TMU

During 2022-23 TMU has:

Outcomes	2022-23	2021-22	2020-21	2019-20
assessed referrals of teacher misconduct	1,038	714	628	900
begun an investigation into cases of alleged serious misconduct	482	298	416	488
held hearings (resulting in teachers being prohibited)	207 (137)	149 (108)	58 (39)	96 (63)
imposed IPOs	95	77	110	56
held set aside hearings (resulting in the prohibition order being removed)	9 (8)	14 (10)	20 (10)	10 (8)

TMU also

- worked with the Government Legal Department to successfully defend 2 (2021-22: 3) High Court appeals and 3 (2021-22: 2) applications for Judicial Review on behalf of the Secretary of State
- published [notice of forthcoming hearings](#)¹³ and [professional conduct panel outcomes](#)¹⁴
- considered cases where an ECT wished to appeal failure of, or an extension to, their induction period
- considered and made a decision on behalf of the Secretary of State for cases where a teacher applied for the prohibition order to be set aside, including General Teaching Council for England legacy cases
- undertook appraisals of panellists to ensure they consistently demonstrated and maintained the behaviours, standards and competencies required for the role, and met the standards set out in the Cabinet Office's [Governance Code for Public Appointments](#)¹⁵
- reviewed and updated its guidance to provide information to support Teachers undergoing misconduct proceedings, using feedback from stakeholders, including teacher unions
- provided training to professional conduct panellists to support them in their role, including safeguarding training

¹³ <https://www.gov.uk/guidance/teacher-misconduct-attend-a-professional-conduct-panel-hearing-or-meeting>

¹⁴ <https://www.gov.uk/government/latest?departments%5B%5D=teaching-regulation-agency>

¹⁵ <https://www.gov.uk/government/publications/governance-code-for-public-appointments>

Teacher misconduct casework operational delivery

Regulatory framework

TMU regulates the teaching profession in accordance with *The Teachers' Disciplinary (England) Regulations 2012*¹⁶ as amended by *The Teachers' Disciplinary (Amendment) (England) Regulations 2014*.¹⁷

These regulations apply to all people carrying out unsupervised teaching work in England, covering all schools, sixth form colleges, children's homes and relevant youth accommodation. *The Teacher Misconduct Disciplinary Procedures for the Teaching Profession (May 2020)*¹⁸ sets out the procedures for the regulatory system for teacher misconduct.

Teaching work is defined within the regulations as planning, preparing, or delivering lessons (including through distance learning or computer aided techniques) and assessing or reporting on the development progress and attainment of pupils.

TRA receive referrals from a range of sources including employers, members of the public, other organisations such as the police and the Disclosure and Barring Service (DBS). The TRA must consider all referrals it receives.

TMU progress cases where there are allegations of serious misconduct. This is when a teacher's behaviour is fundamentally incompatible with being a teacher and could lead to them being prohibited from teaching.

The regulations do not cover cases of less serious misconduct, incompetence, or under-performance. A teacher's employer should deal with these cases.

TMU will investigate cases of serious teacher misconduct and decide whether to refer a case to a professional conduct panel which will decide if the allegations are proven, and if so, makes a recommendation regarding prohibition. TRA is responsible for deciding whether a prohibition order should be issued.

Prohibition orders

The primary purposes of a prohibition order are to protect pupils, maintain public confidence in the teaching profession, and support schools in upholding proper standards of conduct.

A prohibition order means that the individual cannot undertake unsupervised teaching work in any school, sixth form college, children's home or youth accommodation in England.

When the decision maker decides that a prohibition order is appropriate the teacher's details will appear on the prohibited list. However, the decision maker may allow a teacher to apply for the prohibition order to be set aside. Further details can be seen on page 25.

We may decide that an allegation is sufficiently serious to mean that the teacher should not teach while the case is being investigated and concluded, in these cases we may decide to impose an IPO to safeguard pupils and the public. These can be imposed at any stage during the investigation process. Throughout this period, we continue to progress investigations in line with published procedures.

¹⁶ <https://www.legislation.gov.uk/ukxi/2012/560>

¹⁷ <https://www.legislation.gov.uk/ukxi/2014/1685>

¹⁸ <https://www.gov.uk/government/publications/teacher-misconduct-disciplinary-procedures>

Teacher misconduct referrals and investigation

During 2022-23, TRA received 1,038 teacher misconduct referrals. All referrals are initially assessed to determine if TRA should investigate the referral. TRA took no further action on 382 referrals due to them not falling within the TRA's jurisdiction and/or not meeting the threshold of serious misconduct. TRA assessed 98% of referrals received within three working days.

During the same period, 482 cases of alleged serious misconduct were investigated, after which TRA decided either that there was no case to answer and therefore closed the case, or that there was a case to answer and referred the matter to a hearing. Cases were either concluded or referred to a hearing within 30.42 weeks (median) from the date the investigation commenced. Referrals that are investigated may not conclude in the same year they are referred to the Agency.

Professional Conduct Panel Hearings

A hearing is convened following investigation when it is decided that the teacher has a case to answer. The hearing is then scheduled in line with published procedures and is either held virtually or in-person and the teacher has a right to attend and/or be represented.

Professional Conduct Panels

Panel members are recruited through a public appointments process which is managed by the DfE's Teacher Regulation and School Safeguarding and Safety Team. In order to ensure that sufficient panellist resource is available to appoint quorate panels, and support the Agency to deliver the hearings, a recruitment campaign to appoint additional panellists was undertaken in 2022-23.

A panel consists of three members and will include a teacher (or someone who has been a teacher in the previous five years) and a layperson (specifically not from the teaching profession). The third panel member may be a teacher, a layperson or a person who has taught previously but does not currently meet the 'teacher panellist' criteria and will be referred to as a 'former teacher panellist'. All panellists are independent of the TRA and DfE.

For each hearing we will appoint one of the three panellists, from the *current list of panellists*¹⁹ to act as chair.

An independent legal adviser is present to advise the panel on the legal process. They cannot be a member of DfE and will take no part in the decision-making process.

The teacher subject to allegations of serious misconduct is able to submit relevant evidence and is given the opportunity to comment on all the evidence that the TRA is considering related to their case. *More detailed information*²⁰ is published online.

¹⁹ <https://www.gov.uk/government/publications/teacher-misconduct-professional-conduct-panel-members>

²⁰ <https://www.gov.uk/guidance/teacher-misconduct-regulating-the-teaching-profession>

The panel will consider all the evidence and decide whether the allegations are proven. They will then go on to consider whether there has been:

Unacceptable professional conduct

Conduct that may bring the profession into disrepute

A conviction, at any time, of a relevant criminal offence

If the panel decides that there has been one or more of the above, it will make a recommendation to the Secretary of State on prohibition. A TRA decision maker, as identified on page 34, considers the recommendation and makes the decision on behalf of the Secretary of State on whether a prohibition order would be appropriate and, if so, whether a review period should apply. A prohibition order aims to protect pupils and maintain public confidence in the profession.

As set out in regulations, the decision of the Secretary of State following the determination of a professional conduct panel must be published. The TRA is responsible for the publication of decisions on GOV.UK.

If the teacher requests that the case be considered without a hearing because the teacher admits the allegations and that they amount to serious misconduct, TRA will administer a panel meeting as opposed to a hearing to decide whether there has been serious misconduct and, if so, make a recommendation to the Secretary of State on prohibition.

TRA referred 296 cases of alleged serious misconduct to an independent professional conduct panel in 2022-23, to decide whether facts are proven and, if so, whether those facts amount to one or more of the categories listed above.

During 2022-23, the Agency held 207 hearings resulting in:

- 137 teachers being prohibited from teaching
- 20 hearings where serious misconduct was found but did not result in a prohibition
- 14 hearings where facts were found but no finding of serious misconduct
- 36 hearings where facts were not found

Additionally, 9 hearings were held to consider applications from teachers to remove prohibition orders (known as 'set asides').

A new hearings model was launched in January 2022 based on a 'virtual by default' model with the flexibility to allow for hearings to be held in-person, in line with Regulatory and Procedural requirements. An evaluation of the new hearings model was undertaken in 2022-23 and has found that this has allowed TRA to increase hearing numbers and provides additional flexibility to avoid disruption. Between February and July 2022, we identified that approximately 80% of TRA hearings were held virtually and were on average 23% less expensive than in-person hearings. These savings and efficiencies have been re-invested to increase hearing capacity by 28%.

Hearing outcomes

TRA will normally notify the teacher of the decision made within two working days. Where there is a finding of serious misconduct, we publish this on our website, usually within two weeks. A list of *decisions*²¹ is available on GOV.UK.

Teacher Misconduct appeals

The regulations set out that a teacher may appeal against a prohibition order to the High Court within 28 days of the date a prohibition notice is served. In 2022-23, TRA successfully defended 2 appeals to the High Court from teachers who were prohibited. TRA also successfully defended 3 judicial review applications. Judicial reviews are a challenge to the way in which a decision has been made, rather than the rights and wrongs of the conclusion reached.

Set Asides

The Secretary of State may allow a teacher to apply for the prohibition order to be set aside after a period of no less than two years and in line with criteria outlined in [Teacher Misconduct: the Prohibition of Teachers](#).²² In 2022-23, there have been 9 applications by teachers to have their prohibition order set aside, of which 8 were granted. An application must be made in writing to the Agency and must specify the grounds upon which it is made.

Where a person makes an application to TRA for a determination that a prohibition order should be reviewed, with a view to it being set aside, TRA will normally appoint a panel consisting of persons who were not members of the original hearing which recommended the prohibition order. There may be circumstances where TRA will set aside a prohibition order without the need to refer to a hearing.

²¹ https://www.gov.uk/search/all?parent=&keywords=panel+outcome+misconduct&level_one_taxon=&manual=&organisations%5B%5D=teaching-regulation-agency&organisations%5B%5D=national-college-for-teaching-and-leadership&public_timestamp%5Bfrom%5D=&public_timestamp%5Bto%5D=&order=updated-newest

²² <https://www.gov.uk/government/publications/teacher-misconduct-the-prohibition-of-teachers>

Stakeholder engagement and media relations

TRA engages with a number of external stakeholders, including teaching unions and other regulators, the devolved governments, and Ofsted. In 2022-23, TRA has developed a Memorandum of Understanding with Ofsted following recommendations in the [IICSA: report of the Independent Inquiry into Child Sexual Abuse](#).²³ This will support both organisations to share information when there are safeguarding concerns. This will be in place in 2023-24. TRA has also been working with the College of Policing, to increase awareness of TRA's role within individual police forces.

TRA delivers a panellist appraisal process and provides regular training and engagement opportunities. In 2022-23, the TRA delivered a number of training events, including inducting new panellists and on Keeping Children Safe in Education.

TRA engages closely with panellists, including chairing quarterly meetings with the Panellist Representative Group. This representative group consists of elected panellists and the meetings are a way of gathering feedback, identifying improvements to the administration of hearings and supporting the ongoing learning and development of panellists.

TRA works with the Department's press office to manage any media enquiries.

Contracts, performance, systems and quality

The commercial contracts with legal firms are managed through monthly contract review meetings and quarterly relationship meetings at senior management level, to ensure value for money and to measure performance against contractual indicators. Legal advice is sought in relation to the investigation of teacher misconduct cases, as well as for the panel meetings and hearings.

The support and maintenance contract for the teacher misconduct system has been brought in-house and is now managed through the TRA Digital team. During 2022-23, TRA has implemented a digital online referral form for employers and members of the public including an eligibility screener which is now available on GOV.UK. TMU has undertaken a review of the end-to-end processes through a digital discovery which has resulted in recommendations of potential efficiencies to streamline processes.

Internal quality indicators continue to be monitored against the Agency's Quality Assurance framework. Developments continue to be made to the controls, including measuring impact, improving feedback processes and regular meetings focused on quality held with the TMU casework team.

²³ <https://www.gov.uk/government/publications/iicsa-report-of-the-independent-inquiry-into-child-sexual-abuse>

Financial review of the year

Introduction

In the 2022-23 financial year, expenditure has been largely in line with our expectations and budgets.

Analysis of the year

The Agency's expenditure is included within the Department's [Estimates](#)²⁴, and the Agency has its own estimate line within the DfE Group Estimate. The Agency has a budget which is set by the Department, and against which performance is measured. The 2022-23 outturn was within the budget allocated by the Department. Expenditure is split between admin and programme totals, with programme expenditure relating to frontline services. For more detailed explanation on budget types see HM Treasury's (HMT's) [Consolidated Budgeting Guidance](#).²⁵

The final outturn for admin expenditure was £1.62 million which is mostly shared service costs of running the Agency. Further details are set out below. Programme expenditure was £10.22 million and is largely the costs of legal services and staffing.

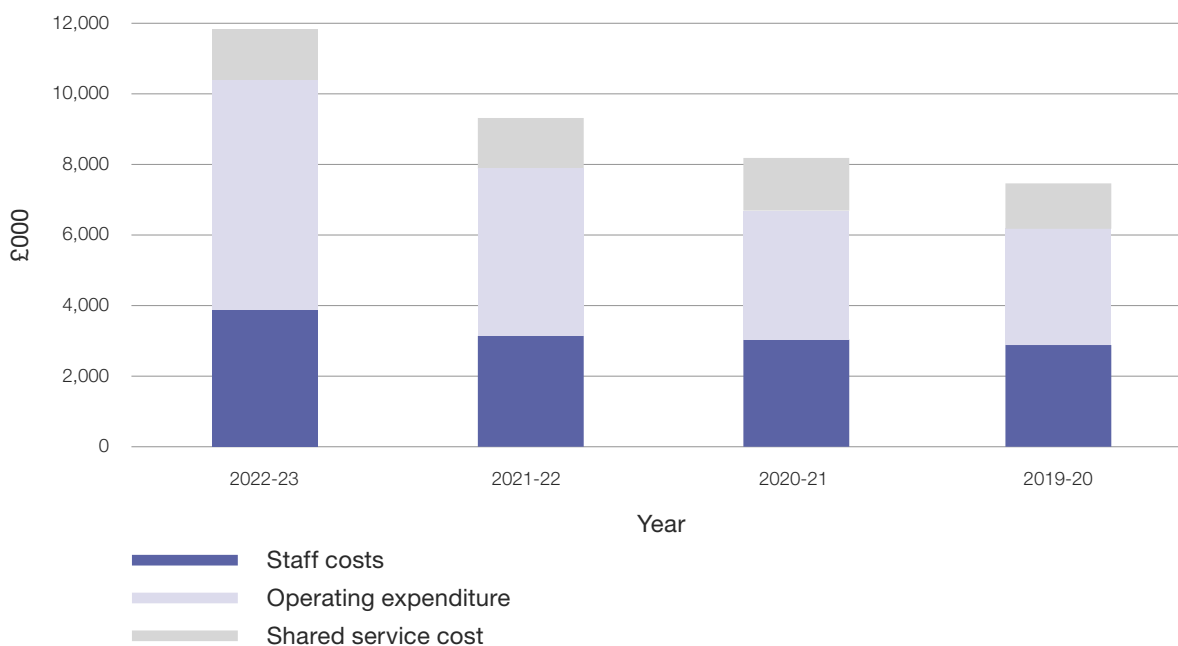
²⁴ <https://www.gov.uk/government/collections/hmt-main-estimates>

²⁵ <https://www.gov.uk/government/publications/consolidated-budgeting-guidance-2021-to-2022>

Trends in Outturn

The table below presents a summary of the movements in the Agency's outturn for the past four years.

Analysis of expenditure



Outturn measure	2022-23	2021-22	2020-21	2019-20
	£000	£000	£000	£000
Staff costs	3,898	3,143	3,037	2,876
Operating expenditure, of which:	7,944	6,184	5,170	4,595
<i>contract programme expenditure</i>	6,492	4,754	3,687	3,287
<i>shared service cost</i>	1,452	1,430	1,483	1,308
Total expenditure	11,842	9,328	8,207	7,471
Funding	10,749	7,135	6,943	5,882
Average Staff numbers (whole numbers)	81	74	74	69

There has been a general trend in increasing capacity for hearings, which is evident within staff costs and operating expenditure. In addition, the TRA Digital Transformation programme has increased contract programme expenditure in 2022-23. The Agency has an internal budget, allocated by the Department. Outturn in 2022-23 was within this allocation.

Staff costs

Staff costs in 2022-23 have increased due to higher average staff numbers and the Department and its Agencies ran a voluntary exit scheme. Under the applicable accounting standard, the costs for this are shown in 2022-23 as the departures were agreed in March 2023, with the staff exiting the agency by 31 May 2023.

Operating expenditure

The main operating expenditure relates to the provision of professional services from legal firms. Legal advice is sought in relation to the investigation of teacher misconduct cases, as well as for the panel meetings and hearings.

TRA has extended its contracts with legal firms within the last 12 months which has incurred higher costs per case. The increased costs reflect higher costs across the market for these services, and still provide good value for money. The Agency has also increased capacity for hearings.

There are also increases to IT costs due to the TRA Digital Transformation Programme. The purpose of the programme is to develop TRA's digital capabilities by redesigning and rebuilding digital services which will improve user experience, remove administrative burden and reduce security risks.

Shared service cost

As detailed in the accounting policy (note 1.11) the Department provides services to the Agency, as part of the wider offer to all the Department's executive agencies. The shared service charge between the Department and the Agency is notional and as such no budget allocation is made.

The costs in 2022-23 increased compared to 2021-22. This is mainly due to higher average staff numbers.

Funding

Funds are transferred by the Department in line with budgetary requirements. The funding has increased in order to cover additional costs in 2022-23. Funds are not transferred for notional costs such as the shared service recharge.

Outturn against organisational goals

Net expenditure has increased in 2022-23, this reflects an increase in activity undertaken in the year as the Agency has increased capacity for hearings.

Performance in other matters

Sustainability

Sustainability information can be found in annex C, which form part of this report.

Social responsibility

The Agency adopts the Department's policies relating to social matters, which are included in the Department's published consolidated ARA.

Respect for human rights

The Agency adopts the Department's policies relating to human rights, which are included in the Department's published consolidated ARA.

Modern slavery

The Agency adopts the Department's policies relating to modern slavery, which are included in the Department's published consolidated ARA.

Anti-corruption and anti-bribery matters

The Agency adopts the Department's policies relating to anti-corruption and anti-bribery matters, which are included in the Department's published consolidated ARA.

Diversity

The Agency adopts the Department's policies relating to diversity, which are included in the Department's published consolidated ARA.

Forward look

As well as continuing to deliver on our objectives, our [Corporate Plan](#)²⁶ identifies our priorities for 2021-24, which includes:

- reviewing our KPIs which measure our performance and service delivery
- continue to implement improvements to the Agency's digital services and technical architecture including the ongoing rationalisation of data collection activity into new DfE collection services
- continue to modernise our enquiry services and webservices, make improvements to the online user experience, using the latest technology and design principles
- further develop TRAs quality assurance framework
- consider and implement agreed recommendations from TMU discovery, to improve casework processes
- support the ongoing development and training of professional conduct panellists, including training those recently recruited to ensure they are ready to sit on hearings
- review our witness care guidance, to support witnesses through the misconduct process
- continued focus to conclude teacher misconduct cases – working with DfE policy teams to develop potential solutions to address this
- working with DfE commercial colleagues to reprocure our contracts with legal firms in February 2024. In 2023 undertake a review of contract requirements to ensure they are sufficient for future years

Going concern

HMT has interpreted the going concern principle for the public sector to reflect the non-commercial nature of public sector bodies. Going concern for public sector bodies is referenced back to service potential and delivery. The going concern presumption is only challenged for a public body if the services it provides will be discontinued entirely by the public sector. Transfer of services from one public body to another does not imperil the going concern presumption in the transferring body even if all its operations will cease post-transfer.

In the case of TRA, the Agency was set up by statute and can only be discontinued by subsequent statutory activity causing its operations to cease. The Agency is not aware of any legislation that is planned, in force or in the process of gaining Royal Assent that would cause its activities to cease.

In addition, the Department's forward-looking plans, current Estimate and current Spending Review settlement with HMT contain funding to cover the Agency's operations for the foreseeable period. Consequently, management do not consider the going concern presumption to be in doubt.

A budget is being set for financial year 2023-24, as part of the Department's 2023-24 Estimates process, alongside confirmation of support from DfE for the remaining 12 months' going concern period beyond March 2024 that enables TRA to deliver its objectives and continued regulatory intent.

Marc Cavey
Accounting Officer
3 July 2023

²⁶ <https://www.gov.uk/government/publications/teaching-regulation-agency-corporate-plan>



Accountability Report

Corporate governance report




Overview


This report includes details of the practices and processes which direct and control TRA.

Directors' report

Directors

TRA's Directors who served on the Board during the year are:

Director	Position
<p>Alan Meyrick</p> 	<p>Chief Executive Accounting Officer</p> <p>Overall responsibility for the Teaching Regulation Agency. Decision maker on behalf of the Secretary of State for teacher prohibition. Appointment April 2018 to May 2023</p>
<p>Marc Cavey</p> 	<p>Chief Executive Accounting Officer</p> <p>Overall responsibility for the Teaching Regulation Agency Decision maker on behalf of the Secretary of State for teacher prohibition Appointment June 2023</p>
<p>Sarah Buxcey</p> 	<p>Head of Teacher Misconduct Unit (TMU)</p> <p>Overall responsibility for leading the TMU To ensure the delivery of casework processes and procedures in line with legislation and published guidance and that all cases are handled in a timely, fair, and just manner. Responsibility for Contract Management of external legal firms and stakeholder engagement including national teacher unions and the Panellist Representative Group Decision maker on behalf of the Secretary of State for teacher prohibition. Appointment April 2020</p>

Director	Position
<p>John Knowles</p> 	<p>Head of Teacher Qualification Unit (TQU)</p> <p>Overall responsibility for the TQU and TRA's PMO.</p> <p>Supports the Accounting Officer to ensure TRA is compliant with its legal responsibilities as an executive agency of DfE and acts on behalf of the Secretary of State as the competent authority for teachers in England. Responsibility for the integrity of the data held within the central record of qualified teachers and the processes and procedures used to maintain these records.</p> <p>Decision maker on behalf of the Secretary of State for teacher prohibition.</p> <p>Appointment September 2020</p>

Movement in officials in 2022-23

On 31 May 2023, Alan Meyrick retired from his role as Chief Executive. Marc Cavey took over as Chief Executive and Accounting Officer. Marc has taken assurance from Alan to enable him to sign this ARA.

Company directorships and other significant interests

TRA maintains a register of interests that contains details of company directorships and other significant interests held by board members. Anyone wishing to view the register can contact the Department.

There were no transactions with bodies in which the Directors held an interest during 2022-23. Any potential conflicts are managed by undertaking appropriate risk assessments and by Directors removing themselves from decision-making in line with Departmental and Agency guidance.

Report on personal information breaches

All government departments are required to report personal data related incidents that have occurred during the financial year, in accordance with the standard disclosure format issued by the Cabinet Office.

The Cabinet Office defines a 'personal data related incident' as a loss, unauthorised disclosure or insecure disposal of personal data. This is data which could cause harm or distress to individuals if released or lost. As a minimum, this includes:

- information linked to one or more identifiable living person
- any source of information about 1,000 or more identifiable individuals, other than information sourced from the public domain

The number of personal data related incidents that fell within the criteria for reporting to the Information Commissioner's Office are as follows:

	2022-23	2021-22	2020-21	2019-20
Number of incidents	0	2	1	0

Complaints to the Parliamentary and Health Service Ombudsman

The Parliamentary and Health Service Ombudsman can investigate complaints about the administrative actions of a wide range of government departments and other public bodies, or the actions of other organisations acting on their behalf. TRA falls within the scope of the Ombudsman’s activities.

TRA adheres to the Department’s complaints process, which commits to responding to any complaint within 15 working days.

The number of TRA related complaints accepted for investigation are as follows:

	2022-23	2021-22	2020-21	2019-20
Number of incidents	0	3	6	0

Statement of Accounting Officer’s responsibilities

Under the *Government Resources and Accounts Act 2000*, HMT has directed the Agency to prepare for each financial year a statement of accounts in the form and on the basis set out in the *Accounts Direction*.²⁷ The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of the Agency, and of its income and expenditure, Statement of Financial Position, and cash flows for the financial year.

In preparing the accounts, the Accounting Officer is required to comply with the requirements of the *Government Financial Reporting Manual (FReM)*, and in particular to:

- observe the Accounts Direction issued by HMT, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis
- make judgements and estimates on a reasonable basis
- state whether applicable accounting standards as set out in the FReM have been followed, and disclose and explain any material departures in the accounts,
- prepare the accounts on a going concern basis
- confirm that the ARA as a whole is fair, balanced and understandable and take personal responsibility for the ARA and the judgements required for determining that it is fair, balanced and understandable.

The Accounting Officer of the Department for Education has designated the Chief Executive as the Accounting Officer of the Agency. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the Agency’s assets, are set out in *Managing Public Money* published by HMT.

As the Accounting Officer, I have taken all the steps that I ought to have taken to make myself aware of any relevant audit information and to establish that the Agency’s auditors are aware of that information. So far as I am aware, there is no relevant audit information of which the auditors are unaware.

²⁷ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1125085/DAO__22__06_Non_bespoke_accounts_direction_2022-23.pdf

Governance statement

Scope of responsibility

I was appointed as the new Chief Executive of TRA from 1 June 2023. As my appointment came after the end of this reporting period, I have taken assurance from the previous Chief Executive (Alan Meyrick) that there has been a sound system of internal controls for this report.

As Accounting Officer, I have personal responsibility for maintaining a sound system of governance, internal control and risk management to support the achievement of the Agency's policies, aims and objectives, whilst safeguarding public funds and departmental assets.

Governance, internal control and risk management

The Agency's system of governance, internal control and risk management is designed to manage risk to a reasonable level rather than to attempt to eliminate all risk completely. The Agency can therefore provide high, not absolute, assurance of their effectiveness.

I confirm that I have reviewed the effectiveness of governance, internal control and risk management arrangements in operation within my area of responsibility and consider that they are fit for purpose. These arrangements have been in place throughout the reporting period and up to the date of approval of the ARA. My conclusion is informed by the assessment of my Senior Leadership Team who have responsibility for the development and maintenance of these arrangements and by the findings of my Board.

The Department requires all Senior Civil Servants (SCSs) across the Department and its executive agencies to abide by the Department's arrangements regarding risk, control systems and use of resources through the Assurance Framework Record. I am therefore able to provide the Department's Leadership Team and ministers with assurance that we have undertaken our internal control responsibilities during the period.

I am confident that I have in place the suitable and appropriate arrangements for good corporate governance and that the effectiveness of these arrangements is reviewed regularly to ensure compliance with *Corporate governance code for central government departments*²⁸ (the Code) where relevant to the Agency and its remit. I have not identified any departures from the Code.

Governance at Agency level

The Agency has a Board and work is organised into two distinct work areas: teacher qualification and teacher misconduct. These work areas are also supported by the PMO, the Information, Compliance and Assurance, and Finance teams.

TRA related activity including performance against KPIs, staffing, contract and case management is reported monthly through the 'balanced scorecard'. TRA's PMO uses the balanced scorecard as a status report for the quarterly Strategic Performance Review (SPR).

²⁸ <https://www.gov.uk/government/publications/corporate-governance-code-for-central-government-departments-2017>

Board

I am provided with oversight on the performance of the Agency through the monthly Board meetings. Programme leads submit updates via the balanced scorecard for advice, scrutiny and challenge.

The Board provides me with the opportunity to hold my Senior Leadership Team and their areas of work to account. The Board is responsible for developing and monitoring the strategic planning and leadership priorities of the Agency and makes decisions on how work should be progressed. It oversees corporate performance, the use of financial and human resources, provides oversight of risk and issues management, and ensures maintenance of a sound system of internal control, which includes adequate sources of assurance that internal controls and risk management processes are working effectively. The Board is additionally responsible for ensuring TRA is compliant with all policies and corporate business planning.

As Chief Executive and Accounting Officer I chair the Board, and membership comprises of my Senior Leadership Team, who attend to report on teacher misconduct, teacher qualification, delivery progress, internal and external audit and assurance, risk and issue management. Wider DfE representation and advice is provided by the Department’s finance business partner and HR business partner teams.

During 2022-23, the Board met 11 times. The table below sets out the attendance of the Chief Executive and Directors during the year.

Member	Position	Meetings attended (out of possible)
Alan Meyrick	Chief Executive & Accounting Officer	11/11
Sarah Buxcey	Head of Teacher Misconduct	11/11
John Knowles	Head of Teacher Qualification	11/11

I am content with the effectiveness of the Board and its ability to manage the delivery challenges of the Agency.

Governance at Departmental level

As Accounting Officer, I am accountable to the Secretary of State for the performance, leadership and day-to-day management of the Agency, reporting to the senior sponsor of the Agency who in 2022-23 was the Department’s Director for School System and Teaching Regulation. My objectives are agreed by the senior sponsor and aligned with DfE objectives, the *Agency’s Corporate Plan*²⁹ and the requirements for managing public money. I use them to set objectives for my Senior Leadership Team, which are agreed and monitored throughout the year.

TRA’s performance is reported to the Department’s Performance team on a quarterly basis. This report forms part of a consolidated view of DfE performance to the Department’s Board and its committees.

²⁹ <https://www.gov.uk/government/publications/teaching-regulation-agency-corporate-plan>

Strategic performance review

As stated in the Agency's *Framework Document*³⁰, TRA is required to hold SPRs quarterly with the Department. The meetings are chaired by the senior sponsor to review and challenge progress against our objectives and performance measures, financial management and the management of risks and issues. SPRs are attended by finance business partners, DfE policy colleagues responsible for safeguarding, and colleagues from across the Department to provide independent challenge.

SPR meetings took place quarterly during 2022-23 on 31 May, 27 September, 29 November 2022, and 7 February 2023.

Attendees are shown in the table below:

Member	Position	Meetings attended (out of possible)
Mela Watts	Director for School System and Teaching Regulation (chair)	4/4
Alan Meyrick	Chief Executive & Accounting Officer	4/4
Sarah Buxcey	Head of Teacher Misconduct	4/4
John Knowles	Head of Teacher Qualification	4/4

Departmental level assurance

The Agency receives oversight from the Department's Audit and Risk Committee (ARC) and the Performance and Risk Committee (PRC), which are both sub-committees of the Department's Board.

ARC's primary role is to scrutinise the Department's ARA, the Agency's ARA and key risk areas. ARC makes recommendations to me as Accounting Officer, the Permanent Secretary of the Department (as Principal Accounting Officer) and the Board on the Department's and the Agency's risk management.

ARC advises the Permanent Secretary (as Principal Accounting Officer) and the Department's Board on the adequacy and effectiveness of governance, risk management and internal controls, and on the reliability and integrity of assurances used to inform the Governance Statement. I meet with our lead ARC representative mid-year and at year end to review TRA performance. A separate ARC meeting is convened specifically to discuss the ARA of the agency.

The PRC provides scrutiny of major projects, Departmental performance and the Department's top tier risks. It offers strategic guidance and advice on significant risks and performance issues across the Department including non-departmental public bodies. It decides what issues or risks require further investigation or assurances and decides what requires escalation to the Department's Leadership Team. Membership of, and attendance at ARC, the PRC and other committees of the Department are disclosed in the Department's ARA.

³⁰ <https://www.gov.uk/government/publications/teaching-regulation-agency-framework-document>

Assurance

External audit

The Agency's ARA was audited by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General during 2022-23. The recommendations from the 2021-22 audit have been considered and, where appropriate, implemented.

Internal audit

The Agency receives internal audit and assurance services from the Government Internal Audit Agency (GIAA). GIAA provides independent and objective assurance to me on the adequacy and effectiveness of the Agency's framework of governance, risk management and control by measuring and evaluating the Agency's effectiveness in achieving its agreed objectives. A full audit plan for the Department and its executive agencies, including TRA, was produced and delivered for 2022-23. TRA has engaged GIAA to obtain assurance on process and control arrangements as appropriate.

The Agency is included in any Department and executive agency audits where relevant. In 2022-23, the Agency was included in the wider audit regarding payments. No issues requiring TRA specific responses were highlighted as a result of this audit work.

There have been three TRA specific audits during the reporting period. These related to TRA Digital Transformation Programme, Data Management and New Quality Framework. The TRA Digital Transformation Programme and Data Management received Moderate ratings and GIAA provided consulting engagement on the New Quality Framework. Recommendations from these audits will be progressed during 2023-24.

All agreed actions arising from the audits are monitored at the Board. Progress in implementing them is reported regularly to the SPR and GIAA.

Risk management

We have adopted DfE's Risk Management Framework which sets out the principles, roles and responsibilities of staff and processes and procedures for how risks are managed.

TRA maintains a strategic risk register which is reviewed monthly at the Board and at the quarterly SPR meetings. Strategic risks and issues are also reported to DfE's Planning, Performance and Risk Directorate throughout the year, and they review TRA's strategic risks register every six months. All risks and issues have a designated owner who is responsible for managing and reporting on the risk and issue monthly.

TRA has an agreed risk appetite statement. Generally, the Agency does not tolerate risks with high residual impact and high residual likelihood, however the Board could decide to tolerate these risks on an exceptional basis. The Board considers any further actions to manage any residual risks remaining after mitigating action has been implemented.

Both business segments maintain their own risk register as a key mechanism to manage operational risks and they agree to tolerate risks at the appropriate level or escalate through to the Board. If risks and issues are escalated, following agreement by the Board, these are then added to the Agency's strategic risk register.

The Agency's PMO reviews the strategic risk register monthly, providing feedback and challenge to risk and issue owners in advance of the Board meetings.

Shared services

The DfE continues to provide TRA with a number of corporate services as detailed in the accounting policy (note 1.11).

Business continuity

We have responsibility for managing our business continuity requirements and plans, aligning with the Department's wider arrangements. Where services are outsourced, we have ensured that business continuity arrangements are in place.

Operational policy development and delivery

I am content that the arrangements for governance, internal control and risk management of our programmes provides me with assurance that these are adequate to ensure policies meet ministerial intent. The Department aims to develop and appraise policies using the best available evidence analysed using sound methodologies, in conjunction with stakeholders and partners. The Department subjects policies to robust deliverability testing. I am content that the Departmental policies which the Agency implements provide good guidance and direction to those delivering services to children, young people and parents, carers, and that the policies link clearly to our core values and objectives.

Programme and project management

I have a PMO which leads on performance reporting, risk and governance at the Agency, working with the senior sponsor and Arm's Length Body Partnership team.

A programme/project management approach is used to provide governance across all our work and is applied appropriately to the scale and complexity of the particular task. Programme/project management is linked through to the wider management processes, including:

- business cases
- project initiation documents
- programme and project delivery plans
- risk registers
- issues logs
- action and decision logs

These are agreed and reviewed by the relevant governance forum, dependent on the scale of the project.

Financial management

I am confident that we have clear lines of accountability in place for all programme and administrative expenditure with support from finance business partners. We put in place a number of systems to ensure adherence to Departmental processes, controls, risk management and fraud prevention so that propriety, regularity and value for money are achieved. As members of the Board, the Senior Leadership Team and I have planned monthly meetings with the finance business partner to identify risks early, to flag concerns and receive high-level monthly budget reports. This enables me to monitor and challenge financial activity across the Agency. The finance business partner attends the monthly Board meetings and quarterly SPRs.

We continue to place greater emphasis on financial forecasting and making use of systems and data for the purposes of financial planning. This is particularly relevant for our demand-led budgets where improved financial modelling is required as well as regular review windows with budget holders, finance business partners, and Department finance leads to ensure any variance can be identified and corrected, if necessary, as soon as possible. Greater emphasis has been placed on budget holders to clarify their understanding and responsibility for the day-to-day maintenance of budget lines, effective profiling of budgets and anticipating funding pressures or underspends.

Monthly accounts are reconciled and reviewed with the Department's Financial Reporting Division to ensure that spend is reported correctly.

The Department, on behalf of its departmental group, continues to work with the Cabinet Office and across government to leverage the experience and strength of other government expertise and reduce fraud within the public sector. The Department and its related bodies take a risk-based approach in this area to ensure that available resources and time are focused on the highest risk areas.

TRA staff are required to complete mandatory training regarding counter fraud, bribery and corruption. The online course highlights the role and responsibilities everyone has in fighting fraud and promoting an effective anti-fraud culture both across the Agency and the wider government.

There is also tailored mandatory training for managers focusing on their responsibilities in preventing and detecting fraud, bribery and corruption. In addition to the mandatory training, specialist fraud colleagues from the DfE Fraud and Error Team are invited periodically to all staff events to raise awareness of key threats and emerging trends awareness. TRA engaged with the central DfE Fraud Team to develop a detailed risk register to provide a central view on where fraud risk is being carried and to ensure appropriate mitigations are in place.

The DfE Fraud and Error Team communicate to ARC on the above areas on a six-monthly basis, the TRA maintain close communication with the DfE Fraud and Error Team and attended their bi-monthly DfE fraud network meetings. The Agency would communicate any instances of fraud or suspected fraud to them for triage, and potential inclusion as necessary in reporting to ARC.

During 2022-23, no cases of fraud were identified.

Delivery arrangements and achievements against business plan

TRA's [Corporate Plan 2021-24](#)³¹ sets out the Agency's KPIs and objectives. Achievement against these is monitored through the Board and assured by the SPR process. All our performance indicators are monitored regularly through management information. I am satisfied that the Agency is performing well to deliver its current plans.

Information: ICT management and data safeguarding

The Agency received shared service IT support from DfE. IT systems were developed in accordance with [Government Digital Standards](#)³² and the needs of the user and business. Staff have received training on the importance of managing information and data protection, responding to Subject Access Requests, and the process for reporting data incidents.

Information risk management

Arrangements are in place, to ensure that TRA complies with the requirements of both HM Government and Cabinet Office policy and guidance in addressing risks to information and information systems. The DfE Chief Information Security Officer is the designated Senior Information Risk Owner with overall responsibility for the management of information security in the Department's executive agencies including TRA.

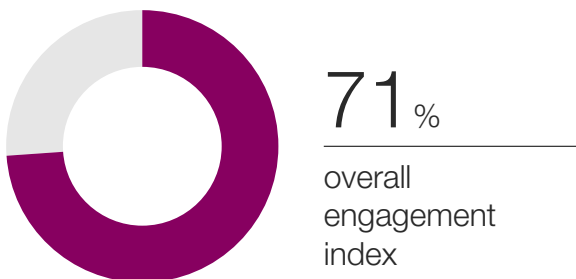
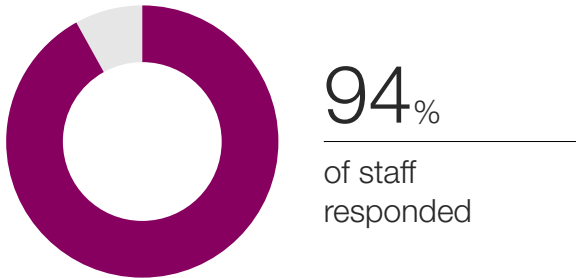
TRA has information assets which are essential to the effective and efficient operation of the organisation and the delivery of its strategic aims and objectives. Information asset owners have responsibility for protecting the information assets that are assigned to them. TRA's information asset owner completes a statement quarterly which is recorded on the DfE's information asset register, this confirms that they have complied with their responsibilities and assessed the risks appropriately.

TRA meets with DfE's Data Protection Officer monthly to review data incidents and identify controls and mitigations which can be put in place to prevent similar incidents re-occurring. There are data impact assessments in place for TRA's operational processes.

³¹ <https://www.gov.uk/government/publications/teaching-regulation-agency-corporate-plan>

³² <https://www.gov.uk/service-manual/service-standard>

People management



94% of TRA staff responded to the 2022 DfE People Survey with an overall engagement index of 71%. This compares with the DfE's engagement index of 61%.

We aim to ensure that we attract, retain, build the capability of, and motivate our people to enable them to deliver outstanding performance.

TRA's People Forum, who meet monthly, includes representatives from across the Agency. The purpose of the Group is to look at how to improve both the working practices and the culture within TRA, with staff being developed and empowered in their work.

The People Forum is responsible for developing an action plan based on key themes from the Department's People Survey. These themes include resources and workload, learning and development and, inclusion and fair treatment. The action plan identifies improvements to the working practices and culture of the Agency based on these themes. The action plan is presented to the Board for sign off and progress updates are submitted throughout the year.

The People Forum also has responsibility for organising monthly 'all staff' meetings as well as ensuring that there is visibility of people-related issues across the Agency, identifying potential future scenarios, people related risks or opportunities, and providing direction on how to avoid or achieve those.

TRA adheres to the Departmental policies for performance management, underperformance, attendance, and disciplinary issues. These are reported in line with other executive agencies and policy families within the School Group, a business segment of the Department.

TRA adopts the Department's policy and process for whistleblowing. I am satisfied with this collaborative approach and the effectiveness of this arrangement.

Overall assessment

As Accounting Officer, I am satisfied that the Agency's internal control, risk management and governance arrangements are working effectively. TRA continues to deliver across a broad range of delivery areas.

Marc Cavey
Accounting Officer
3 July 2023

Remuneration and staff report

Overview

The remuneration and staff report sets out the Agency's remuneration policy for board members, reports on how that policy has been implemented and sets out the amounts awarded to directors and, where relevant, the link between performance and pension.

Remuneration part A: unaudited

Accounting Officer and board members' remuneration policy

The Accounting Officer is a member of the SCS. Their pay is decided by the Department's SCS Pay Committee. This is chaired by the Permanent Secretary and comprises members of the Department's Leadership Team and a non-executive director. The other two Board members are not SCS, so their performance awards fall outside the remit of the SCS Pay Committee.

The Committee makes decisions within the limits and delegated authorities set by the government in response to the annual report of the [Senior Salaries Review Body](#).³³

As staff employed by an executive agency of the Department, the Board's performance management and contractual terms are as described in the Department's ARA. As such, the Department manages performance management and non-consolidated performance awards for members of the SCS within the framework set by the Cabinet Office. The contractual terms of the Board members also comply with requirements set centrally by the Cabinet Office. More on the Cabinet Office's framework and standards can be found on the [civil service website](#).³⁴

Service contracts

The Constitutional Reform and Governance Act 2010 requires Civil Service appointments to be made on merit on the basis of fair and open competition. The recruitment principles published by the Civil Service Commission specify the circumstances when appointments may be made otherwise.

Unless otherwise stated below, the officials covered by this report hold appointments which are open-ended. Early termination, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme.

Further information about the work of the [Civil Service Commission](#) can be found at their [website](#).³⁵

³³ <https://www.gov.uk/government/organisations/review-body-on-senior-salaries>

³⁴ <https://www.gov.uk/government/organisations/civil-service>

³⁵ <https://civilservicecommission.independent.gov.uk/>

Remuneration part B: audited

Remuneration (including salary) and pension entitlements

The following sections provide details of the remuneration and pension interests of the Board members of the Agency.

	Salary	Bonus payment	Benefits-in-kind	Pension benefits	Total
2022-23	£000	£000	to nearest £100	to nearest £1,000	£000
Chief Executive					
Alan Meyrick	90-95	0-5	-	(73)	15-20
Directors					
Sarah Buxcey	60-65	0-5	-	-	60-65
John Knowles	60-65	0-5	-	(16)	45-50

	Salary	Bonus payment	Benefits-in-kind	Pension benefits	Total
2021-22	£000	£000	to nearest £100	to nearest £1,000	£000
Chief Executive					
Alan Meyrick	85-90	-	-	(8)	80-85
Directors					
Sarah Buxcey	60-65	0-5	-	16	75-80
John Knowles	60-65	0-5	-	43	105-110

Salary

Salary includes gross salary, overtime, reserved rights to London weighting or London allowances, recruitment and retention allowances, private office allowances, any other allowance to the extent that it is subject to UK taxation. This report is based on accrued payments made by the Agency and thus recorded in this ARA.

Benefits-in-kind

The monetary value of benefits-in-kind covers any benefits provided by the Agency during an individual's period of appointment to their board role and treated by HMRC as a taxable emolument.

During the year no board member received a benefit-in-kind (2021-22: nil).

Bonuses

Bonuses are based on performance levels attained and are made as part of the appraisal process. Bonuses relate to the performance in the year in which they become payable to the individual. The bonuses reported in 2022-23 relate to performance in 2022-23 and the comparative bonuses reported for 2021-22 relate to the performance in 2021-22.

For non-SCS, bonuses relate to the performance in the year prior to that in which they become payable to the individual. The bonuses reported in 2022-23 relate to the performance in 2021-22 and the comparative bonuses reported for 2021-22 relate to the performance in 2020-21.

The Agency awards bonuses as part of the performance management process. The Agency sees effective performance management as key to driving up individual and organisational performance and providing greater value for money to deliver high-quality public services. The Agency follows the performance management arrangements for the SCS, and the Agency's performance management framework for managing and rewarding performance throughout the year.

Pay multiples

Reporting bodies are required to disclose the relationship between the remuneration of the highest-paid director in their organisation and the median remuneration of the organisation's workforce.

The banded remuneration of the highest-paid director in the Agency in the financial year 2022-23 was £90,000 – £95,000 (2021-22: £85,000 – £90,000). This was 3.0 times the median (2021-22: 3.2), the decrease in this ratio compared to the prior year is due to greater improvement in the median salary compared to the slight growth in the highest-paid director's remuneration. The median remuneration of the workforce was £31,000 (2021-22: £27,000). The pay, reward and progression policies have not changed significantly during the year, which is reflected in the relatively minor change in the median remuneration figure.

In 2022-23, nil employees (2021-22: nil) received remuneration in excess of the highest-paid director. Remuneration ranged from £22,000 – £95,000 (2021-22: £21,000 – £90,000).

Total remuneration includes salary, non-consolidated performance-related pay and benefits-in-kind. It does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

	2022-23		2021-22	
	Salary and allowances	Total pay and benefits	Salary and allowances	Total pay and benefits
	£	£	£	£
Band of highest paid director's remuneration (£000)	90-95	90-95	85-90	85-90
Range (£000)	22-95	22-95	21-90	21-90
Upper quartile	34,173	35,012	31,977	33,002
Median	30,332	31,140	26,000	27,325
Lower quartile	25,900	27,019	25,000	25,000
	Ratio	Ratio	Ratio	Ratio
Upper quartile	2.7:1	2.6:1	2.7:1	2.7:1
Median	3.0:1	3.0:1	3.4:1	3.2:1
Lower quartile	3.6:1	3.4:1	3.5:1	3.5:1

Percentage change in the total salary and bonuses of the highest paid board member and the staff average

	2022-23		2021-22	
	Highest paid director	Staff average	Highest paid director	Staff average
	% change	% change	% change	% change
Salary and allowances	6%	5%	-	(1%)
Bonuses	100%	34%	(100%)	(18%)

The highest-paid director received a bonus in the current year but none the year before; which has produced the large variance above.

Pensions benefits

As an executive Agency of the Department, the Agency's staff are members of the Principal Civil Service Pension Scheme (PCSPS) and Civil Servants and Other Pension Scheme (CSOPS) that provides pension benefits. Readers can find details on the scheme at the [Civil Service Pensions website](#).³⁶

Officials

	Accrued pension at pension age as at 31/3/23 and related lump sum	Real increase in pension and related lump sum at pension age	CETV at 31/3/23	CETV at 31/3/22	Real increase in CETV*
	£000	£000	£000	£000	£000
Chief Executive					
Alan Meyrick	40-45 plus a lump sum of 115-120	0 plus a lump sum of 0	1,003	986	(88)
Directors					
Sarah Buxcey	20-25 plus a lump sum of 40-45	0-2.5 plus a lump sum of 0	426	388	(8)
John Knowles	30-35 plus a lump sum of 70-75	0-2.5 plus a lump sum of 0	670	620	(24)

* Taking account of inflation the CETV funded by the employer has decreased in real terms.

Alan Meyrick's opening CETV value has moved from £946,000 to £986,000 due to a re-assessment of benefits by the pension provider. John Knowles' opening CETV value has moved from £614,000 to £620,000 due to a re-assessment of benefits by the pension provider.

³⁶ <https://www.civilservicepensionscheme.org.uk/>

Civil service pensions

Pension benefits are provided through the Civil Service pension arrangements. From 1 April 2015 a new pension scheme for civil servants was introduced – the Civil Servants and Others Pension Scheme, or alpha, which provides benefits on a career average basis with a normal pension age equal to the member’s state pension age (or 65 if higher). From that date, all newly appointed civil servants and the majority of those already in service joined alpha. Prior to that date, civil servants participated in the Principal Civil Service Pension Scheme (PCSPS). The PCSPS has four sections: three providing benefits on a final salary basis (classic, premium or classic plus) with a normal pension age of 60; and one providing benefits on a whole career basis (nuvos) with a normal pension age of 65.

These statutory arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions payable under classic, premium, classic plus, nuvos and alpha are increased annually in line with Pensions Increase legislation. Existing members of the PCSPS who were within 10 years of their normal pension age on 1 April 2012 remained in the PCSPS after 1 April 2015. Those who were between 10 years and 13 years and 5 months from their normal pension age on 1 April 2012 switch into alpha sometime between 1 June 2015 and 1 February 2022. Because the government plans to remove discrimination identified by the courts in the way that the 2015 pension reforms were introduced for some members, it is expected that, in due course, eligible members with relevant service between 1 April 2015 and 31 March 2022 may be entitled to different pension benefits in relation to that period (and this may affect the cash equivalent transfer values shown in this report – see below). All members who switch to alpha have their PCSPS benefits ‘banked’, with those with earlier benefits in one of the final salary sections of the PCSPS having those benefits based on their final salary when they leave alpha. (The pension figures quoted for officials show pension earned in PCSPS or alpha – as appropriate. Where the official has benefits in both the PCSPS and alpha the figure quoted is the combined value of their benefits in the two schemes.) Members joining from October 2002 may opt for either the appropriate defined benefit arrangement or a defined contribution (money purchase) pension with an employer contribution (partnership pension account).

Employee contributions are salary-related and range between 4.6% and 8.05% of pensionable earnings for members of classic, premium, classic plus, nuvos and alpha. Benefits in classic accrue at the rate of 1/80th of final pensionable earnings for each year of service. In addition, a lump sum equivalent to three years initial pension is payable on retirement. For premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike classic, there is no automatic lump sum. Classic plus is essentially a hybrid with benefits for service before 1 October 2002 calculated broadly as per classic and benefits for service from October 2002 worked out as in premium. In nuvos a member builds up a pension based on his pensionable earnings during their period of scheme membership. At the end of the scheme year (31 March) the member’s earned pension account is credited with 2.3% of their pensionable earnings in that scheme year and the accrued pension is uprated in line with pensions increase legislation. Benefits in alpha build up in a similar way to nuvos, except that the accrual rate is 2.32%. In all cases members may opt to give up (commute) pension for a lump sum up to the limits set by the *Finance Act 2004*.

Partnership pension

The partnership pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 8% and 14.75% (depending on the age of the member) into a stakeholder pension product chosen by the employee from a panel of providers. The employee does not have to contribute, but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are already at or over pension age. Pension age is 60 for members of classic, premium and classic plus, 65 for members of nuvos, and the higher of 65 or State Pension Age for members of alpha. (The pension figures quoted for officials show pension earned in PCSPS or alpha – as appropriate. Where the official has benefits in both the PCSPS and alpha, the figure quoted is the combined value of their benefits in the two schemes, but note that part of that pension may be payable from different ages.)

Further details about the [Civil Service pension arrangements](#)³⁷ can be found online.

Cash equivalent transfer values

A cash equivalent transfer value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total

membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

The figures include the value of any pension benefit in another scheme or arrangement which the member has transferred to the Civil Service pension arrangements. They also include any additional pension benefit accrued to the member as a result of their buying additional pension benefits at their own cost.

CETVs are worked out in accordance with *The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008* and do not take account of any actual or potential reduction to benefits resulting from lifetime allowance tax which may be due when pension benefits are taken.

CETV figures are calculated using the guidance on discount rates for calculating unfunded public service pension contribution rates that was extant at 31 March 2023. HMT published updated guidance on 27 April 2023; this guidance will be used in the calculation of 2023-24 CETV figures.

Real increase in CETV

This reflects the increase in CETV that is funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

The real increase in the value of the CETV

This is the element of the increase in accrued pension funded by the Exchequer. It excludes increases due to inflation and contributions paid by the member. It is worked out using common market valuation factors for the start and end of the period.

Compensation for loss of office

The Agency had paid no compensation for loss of office in 2022-23 (2021-22: nil).

³⁷ www.civilservicepensionscheme.org.uk

Staff report part A: audited

Staff costs

	2022-23			2021-22
	Permanently employed staff	Other	Total	Total
	£000	£000	£000	£000
Wages and salaries	2,919	23	2,942	2,319
Social security costs	291	-	291	236
Pension costs	665	-	665	590
	3,875	23	3,898	3,145
Less recoveries in respect of outward secondments	-	-	-	(2)
	3,875	23	3,898	3,143

The Agency pays a flat fee for agency staff, which includes social security, holiday pay, pension costs, etc. This note discloses the total sum as wages and salaries in the Other column.

Average number of persons employed

The average number of full-time equivalent persons employed during the year is shown in the table below.

	2022-23			2021-22
	Permanently employed staff	Other	Total	Total
	Number	Number	Number	Number
Directly employed	80	-	80	74
Other	-	1	1	-
	80	1	81	74

Pension schemes

Civil service pensions

The PCSPS and the Civil Servant and Other Pension Scheme (CSOPS), known as alpha, are unfunded multi-employer defined benefit schemes, but the Agency is unable to identify its share of the underlying assets and liabilities.

A full actuarial valuation was carried out as at 31 March 2016. You can find details in the resource accounts of the [Cabinet Office: Civil Superannuation](#).³⁸

For 2022-23, employers' contributions of £665,000 (2021-22: £590,000) were payable to the PCSPS and CSOPS at one of four rates in the range 26.6% to 30.3% of pensionable earnings, based on salary bands.

The scheme actuary reviews employer contributions usually every four years following a full scheme valuation. The contribution rates are set to meet the cost of the benefits accruing during 2022-23 to be paid when the member retires and not the benefits paid during this period to existing pensioners.

Partnership pension accounts

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. In 2022-23 employers' contributions of £nil (2021-22: £nil) were paid to the appointed stakeholder pension provider.

Employer contributions are age-related and range from 3% to 12.5% of pensionable earnings up to 30 September 2015 and from 8% to 14.75% of pensionable earning from 1 October 2015. Employers also match employee contributions up to 3% of pensionable earnings. In addition, employer contributions of £nil (2021-22: £nil), 0.8% of pensionable pay up to 30 September 2015 and 0.5% of pensionable pay from 1 October 2015, were payable to the PCSPS and CSOPS to cover the cost of the future provision of lump sum benefits on death in service or ill health retirement of these employees.

Contributions due to the partnership pension providers at the year end were £nil (2021-22: nil). Contributions prepaid at that date were £nil (2021-22: £nil).

Ill-health retirement

No persons (2021-22: no persons) retired early on ill-health grounds.

³⁸ <https://www.civilservicepensionscheme.org.uk/knowledge-centre/resources/resource-accounts/>

Reporting of Civil Service and other compensation schemes

Exit package cost band	2022-23			2021-22		
	Compulsory redundancies	Other departures agreed	Total exit packages	Compulsory redundancies	Other departures agreed	Total exit packages
	Number	Number	Number	Number	Number	Number
<£10,000	-	-	-	-	-	-
£10,001-£25,000	-	2	2	-	-	-
£25,001-£50,000	-	-	-	-	-	-
£50,001-£100,000	-	3	3	-	-	-
Total number of exit packages	-	5	5	-	-	-
Total costs (£000)	-	273	273	-	-	-

During the year the Department and its Agencies ran a voluntary exit scheme. Under the applicable accounting standard, the costs for this are shown in 2022-23 as the departures were agreed in March 2023, with the staff exiting the agency by 31 May 2023.

Staff report part B: unaudited

Staff by grade and gender

Our staff are a mix of civil servants and contractors. Our civil servants are employed by the Department on its terms and conditions. Responsibility has been delegated to me as Accounting Officer for the recruitment of staff within the parameters provided by the Department's policies and procedures.

The headcount for permanent staff as at 31 March is as follows:

	2022-23			2021-22		
	Male	Female	Total	Male	Female	Total
	Number	Number	Number	Number	Number	Number
SCS						
Director	-	-	-	-	-	-
Deputy Director	1	-	1	1	-	1
Non-SCS						
Grade 6	1	1	2	1	1	2
Grade 7	2	3	5	2	3	5
Senior executive officer	5	9	14	4	9	13
Higher executive officer	9	13	22	8	9	17
Executive officer	7	25	32	7	22	29
Executive assistant	3	6	9	5	10	15
	28	57	85	28	54	82

Analysis of staff policies and statistics

Our people

Recruitment practice

The Agency has a duty to ensure it is fully compliant with the Civil Service Commissioners' recruitment principles. The Agency follows the Departments approach to recruitment which reflects its commitment to equal and fair opportunity for all. All recruitment processes comply with the *Equality Act 2010*. Further details can be found in the Department ARA.

Sickness absence

Figures below show the average number of working days lost through sickness absence across the Agency.

	2022-23	2021-22	2020-21	2019-20
Days per FTE	4.5	3.3	3.0	8.7

The figure is well below the Civil Service average, which was 7.9 average working days lost per full time equivalents (FTE) in the year ending 31 March 2022.³⁹

Staff turnover

The figures below show the number of leavers within the reporting period divided by the average staff in post over the reporting period presented as a percentage. Agency turnover, staff leaving the Agency, is compared to the Civil Service average.

	2022-23	2021-22	2020-21
Civil Service turnover	9%	6%	5%
Agency turnover	1%	4%	0%

This is a decrease compared to 2021-22 and well below the Civil Service average.

³⁹ <https://www.gov.uk/government/publications/civil-service-sickness-absence>

Commitment to improving diversity

TRA adopts the department's new diversity and inclusion strategy 2022-26, launched in June 2022, with a vision to create an inclusive agency, which nurtures talent and reflects the ever-increasing diversity of our agency, mirroring the country we serve.

The agency strategy has commitments and actions against three aims:

- to be diverse
- to be inclusive
- to realise potential in all

We continue to be transparent with diversity data, publishing a quarterly diversity and inclusivity data dashboard, using data to support decision making and accountability. Alongside other characteristics, this dashboard includes data to support us to measure socio-economic background to progress work on social mobility.

The Department has seen increases in workforce representation to 19.5% for those from a minority ethnic background, 13.4% for disability and 7.7% for LGBO, as at the last day of Q3 2022-23. We continue to work towards achieving our SCS workforce representation targets for disability and staff from a minority ethnic background.

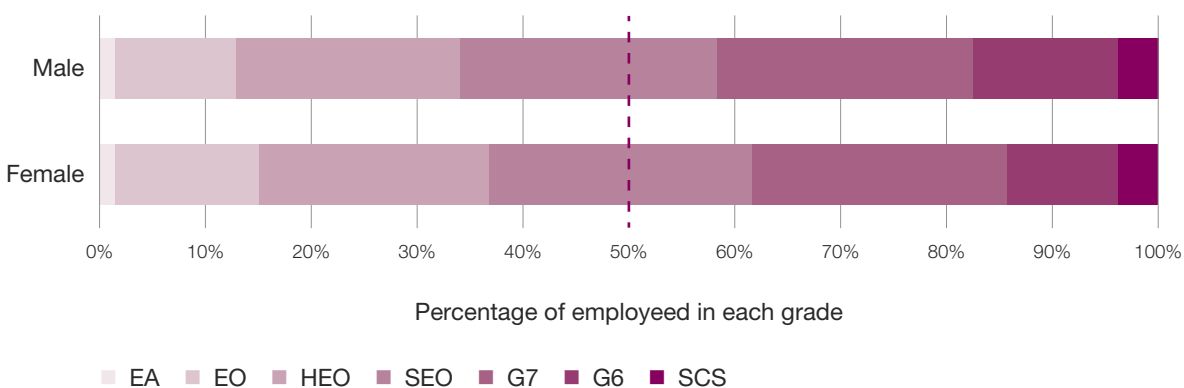
Staff policies for disabled persons

The Agency offers disability leave which is to enable employees with a disability to be able to take reasonable time off from work to go for occupational rehabilitation, assessment or treatment to help them to return to work, or while they are waiting for a reasonable adjustment to be put in place.

Its recruitment policies also guarantee an interview to any disabled candidate who demonstrates that they meet the minimum standard required for the role.

Gender pay gap reporting

TRA is included within the Department’s gender pay gap reporting. The Department now has the fourth lowest gender pay gap across Whitehall. The Department’s median gender pay gap as at March 2022 was 4.9% (2021: 4.0%) the latest date of available data. Our analysis has identified that over-representation of females in more junior grades is likely to be a significant contributor to the remaining pay gap. The 2022 graph below shows that whilst both the median male and female salary continue to be within the SEO pay band, the higher proportion of women in EA to HEO grades means the overall female median is closer to the middle of the SEO distribution for females while the median male’s pay is closer to the top end of the SEO distribution for males. The figure for 2023 is not available at the time of publication and will be included in the Department’s 2023-24 ARA.



Engagement with employees

The Department and its executive agencies work with our trade unions, both formally and informally, engaging with them to promote an open and constructive relationship. We aim to promote a positive employee relations environment where staff and the trade unions can contribute constructively to our objectives.

The Department launched the strategic workforce plan in May 2022. Our vision for the future is to create a workforce with world class skills and capabilities, which is flexible and makes the best use of excellent talent by supporting increased diversity and social mobility as well as ensuring colleagues have well-defined development plans, and that clear career paths are set out for all those who want to progress and develop their expertise. The strategic workforce plan is aligned to the Government Reform Agenda and clearly articulates the ambitions for the future workforce.

As stated in the People Management section on page 43, the DfE conducts a full People Survey annually, with the results published each December.

	2022-23	2021-22	2020-21	2019-20
TRA Response rate	94%	92%	84%	84%
TRA Engagement index	71%	74%	72%	73%

The information from the survey is being used to support development of the Department’s strategies and continually improve our levels of employee engagement.

Review of tax arrangements of public sector appointees

As part of the *Review of the Tax Arrangements of Public Sector Appointees* published by the Chief Secretary to the Treasury on 23 May 2012, departments were directed to publish information pertaining to the number of off-payroll engagements at a cost of over £58,200 that were in place on, or after, 31 January 2012; and any off-payroll engagements of board members, and/or senior officials with significant financial responsibility, during 2022-23.

The tables on the following pages set out this information.

Highly paid off-payroll worker engagements as at 31 March 2023, earning £245 per day or greater

	Total
Number of existing engagements as at 31 March 2023	-
Of which the number that have existed for:	
less than one year at time of reporting	-
between one and two years at time of reporting	-
between two and three years at time of reporting	-
between three and four years at time of reporting	-
four or more years at time of reporting	-

All highly paid off-payroll workers engaged at any point during the year ended 31 March 2023, earning £245 per day or greater

	Total
Number of off-payroll workers engaged during the year ended 31 March 2023	-
Of which:	
Not subject to off-payroll legislation	-
Subject to off-payroll legislation and determined as in-scope of IR35	-
Subject to off-payroll legislation and determined as out-of-scope of IR35	-
Number of engagements reassessed for compliance or assurance purposes during the year	-
Of which: number of engagements that saw a change to IR35 status following review	-

For any off-payroll engagements of board members, and/or, senior officials with significant financial responsibility, between 1 April 2022 and 31 March 2023

	Total
Number of off-payroll engagements of board members and/or senior officials with significant financial responsibility, during the financial year	-
Total number of individuals on- and off-payroll that have been deemed “board members and/or senior officials with significant financial responsibility” during the financial year. This figure should include both on- and off-payroll engagements	3

Fire, Health and safety

The Agency is committed to ensuring the health, safety and wellbeing of staff, contractors and all others who could be affected by its activities. It fully accepts its responsibilities under the *Health and Safety at Work etc. Act 1974*.

We recognise that effective management of fire, health and safety makes a significant contribution to our overall business performance and strategic aims, as well as a positive impact on the wellbeing of staff. The Agency acknowledges that positive, proportionate health and safety risk management prevents harm and enables efficient delivery of services across the Agency.

Trade Union facility time

The Trade Union (Facility Time Publication Requirements) Regulations 2017 requires relevant public sector organisations to report on trade union facility time in their organisations. The Department’s ARA reports on this information for both the Department and its executive agencies.

Parliamentary accountability and audit report

Overview

This report includes details of the Agency's losses, special payments, contingent and remote contingent liabilities.

Parliamentary accountability disclosures: audited

Losses and special payments

The Agency's losses and special payments do not exceed the *Managing Public Money* reporting threshold (2021-22: did not exceed the *Managing Public Money* reporting threshold).

Contingent and remote contingent liabilities

The agency has a contingent liability in the year ended 31 March 2023 for four High Court statutory appeals against prohibition orders with estimated costs if upheld of £40,518 (2022: £nil).

Marc Cavey
Accounting Officer
3 July 2023

The Certificate and Report of the Comptroller & Auditor General to the House of Commons

Opinion on financial statements

I certify that I have audited the financial statements of the Teaching Regulation Agency for the year ended 31 March 2023 under the Government Resources and Accounts Act 2000.

The financial statements comprise: the Teaching Regulation Agency's

- Statement of Financial Position as at 31 March 2023;
- Statement of Comprehensive Net Expenditure, Statement of Cash Flows and Statement of Changes in Taxpayers' Equity for the year then ended; and
- the related notes including the significant accounting policies.

The financial reporting framework that has been applied in the preparation of the financial statements is applicable law and UK adopted international accounting standards.

In my opinion, the financial statements:

- give a true and fair view of the state of the Teaching Regulation Agency's affairs as at 31 March 2023 and its net expenditure for the year then ended; and
- have been properly prepared in accordance with the Government Resources and Accounts Act 2000 and HM Treasury directions issued thereunder.

Opinion on regularity

In my opinion, in all material respects, the income and expenditure recorded in the financial statements have been applied to the purposes intended by Parliament and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Basis for opinions

I conducted my audit in accordance with International Standards on Auditing (UK) (ISAs UK), applicable law and Practice Note 10 *Audit of Financial Statements and Regularity of Public Sector Bodies in the United Kingdom (2022)*. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of my certificate.

Those standards require me and my staff to comply with the Financial Reporting Council's *Revised Ethical Standard 2019*. I am independent of the Teaching Regulation Agency in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK. My staff and I have fulfilled our other ethical responsibilities in accordance with these requirements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the Teaching Regulation Agency's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Teaching Regulation Agency'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.

My responsibilities and the responsibilities of the Accounting Officer with respect to going concern are described in the relevant sections of this certificate.

The going concern basis of accounting for the Teaching Regulation Agency is adopted in consideration of the requirements set out in HM Treasury's Government Financial Reporting Manual, which requires entities to adopt the going concern basis of accounting in the preparation of the financial statements where it is anticipated that the services which they provide will continue into the future.

Other Information

The other information comprises information included in the Annual Report but does not include the financial statements and my auditor's certificate and report thereon. The Accounting Officer is responsible for the other information.

My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my certificate, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Opinion on other matters

In my opinion the part of the Remuneration and Staff Report to be audited has been properly prepared in accordance with HM Treasury directions made under the Government Resources and Accounts Act 2000.

In my opinion, based on the work undertaken in the course of the audit:

- the parts of the Accountability Report subject to audit have been properly prepared in accordance with HM Treasury directions made under the Government Resources and Accounts Act 2000;
- the information given in the Performance and Accountability Reports for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with the applicable legal requirements.

Matters on which I report by exception

In the light of the knowledge and understanding of the Teaching Regulation Agency and its environment obtained in the course of the audit, I have not identified material misstatements in the Performance and Accountability Reports.

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- Adequate accounting records have not been kept by the Teaching Regulation Agency or returns adequate for my audit have not been received from branches not visited by my staff; or
- I have not received all of the information and explanations I require for my audit; or
- the financial statements and the parts of the Accountability Report subject to audit are not in agreement with the accounting records and returns; or
- certain disclosures of remuneration specified by HM Treasury's Government Financial Reporting Manual have not been made or parts of the Remuneration and Staff Report to be audited is not in agreement with the accounting records and returns; or
- the Governance Statement does not reflect compliance with HM Treasury's guidance.

Responsibilities of the Accounting Officer for the financial statements

As explained more fully in the Statement of Accounting Officer's Responsibilities, the Chief Executive as Accounting Officer is responsible for:

- maintaining proper accounting records;
- providing the C&AG with access to all information of which management is aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
- providing the C&AG with additional information and explanations needed for his audit;
- providing the C&AG with unrestricted access to persons within the Teaching Regulation Agency from whom the auditor determines it necessary to obtain audit evidence;
- ensuring such internal controls are in place as deemed necessary to enable the preparation of financial statements to be free from material misstatement, whether due to fraud or error;
- ensuring that the financial statements give a true and fair view and are prepared in accordance with HM Treasury directions made under the Government Resources and Accounts Act 2000;
- ensuring that the annual report, which includes the Remuneration and Staff Report, is prepared in accordance with HM Treasury directions made under the Government Resources and Accounts Act 2000; and
- assessing the Teaching Regulation Agency'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 Accounting Officer anticipates that the services provided by the Teaching Regulation Agency will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to audit, certify and report on the financial statements in accordance with the Government Resources and Accounts Act 2000.

My 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 a certificate that includes my 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.

Extent to which the audit was considered capable of detecting non-compliance with laws and regulations, including fraud

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

Identifying and assessing potential risks related to non-compliance with laws and regulations, including fraud

In identifying and assessing risks of material misstatement in respect of non-compliance with laws and regulations, including fraud, I:

- considered the nature of the sector, control environment and operational performance including the design of the Teaching Regulation Agency’s accounting policies, key performance indicators and performance incentives.
- inquired of management, the Teaching Regulation Agency’s head of internal audit and those charged with governance, including obtaining and reviewing supporting documentation relating to the Teaching Regulation Agency’s policies and procedures on:
 - identifying, evaluating and complying with laws and regulations;
 - detecting and responding to the risks of fraud; and
 - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations including the Teaching Regulation Agency’s controls relating to the Teaching Regulation Agency’s compliance with the Government Resources and Accounts Act 2000, Managing Public Money, Education Act 2002 and the Teachers’ Disciplinary (England) Regulations 2012, as amended by the Teachers’ Disciplinary (Amendment) (England) Regulations 2014.
- inquired of management, the Teaching Regulation Agency’s head of internal audit and those charged with governance whether:
 - they were aware of any instances of non-compliance with laws and regulations;
 - they had knowledge of any actual, suspected, or alleged fraud,
- discussed with the engagement team, regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, I considered the opportunities and incentives that may exist within the Teaching Regulation Agency for fraud and identified the greatest potential for fraud in the following areas: posting of unusual journals, complex transactions and bias in management estimates. In common with all audits under ISAs (UK), I am required to perform specific procedures to respond to the risk of management override.

I obtained an understanding of the Teaching Regulation Agency’s framework of authority and other legal and regulatory frameworks in which the Teaching Regulation Agency operates. I focused on those laws and regulations that had a direct effect on material amounts and disclosures in the financial statements or that had a fundamental effect on the operations of the Teaching Regulation Agency. The key laws and regulations I considered in this context included Government Resources and Accounts Act 2000, Managing Public Money, Supply and Appropriation (Main Estimates) Act 2022, Education Act 2002, the Teachers’ Disciplinary (England) Regulations 2012, as amended by [The Teachers’ Disciplinary \(Amendment\) \(England\) Regulations 2014](#), the Teacher Misconduct Disciplinary Procedures for the Teaching Profession (May 2020), as well as relevant employment laws of the United Kingdom.

Audit response to identified risk

To respond to the identified risks resulting from the above procedures:

- I reviewed the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described above as having direct effect on the financial statements;
- I enquired of management and the Audit and Risk Committee concerning actual and potential litigation and claims;
- I reviewed minutes of meetings of those charged with governance and the Board; and internal audit reports; and
- in addressing the risk of fraud through management override of controls, I tested the appropriateness of journal entries and other adjustments; assessed whether the judgements on estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

I also communicated relevant identified laws and regulations and potential risks of fraud to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of my 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 my certificate.

Other auditor's responsibilities

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by Parliament and the financial transactions recorded in the financial statements conform to the authorities which govern them.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control I identify during my audit.

Report

I have no observations to make on these financial statements.

Gareth Davies

4 July 2023

Comptroller and Auditor General

National Audit Office
157-197 Buckingham Palace Road
Victoria
London
SW1W 9SP



Financial Statements

Statement of Comprehensive Net Expenditure

For the year ended 31 March 2023

	Note	2022-23	2021-22
		£000	£000
Operating costs			
Staff costs	3	3,898	3,143
Operating expenditure	4	7,944	6,184
Total operating expenditure		11,842	9,327
Finance expense		1	1
Net expenditure		11,843	9,328
Comprehensive net expenditure for the year		11,843	9,328

All income and expenditure reported in the Statement of Comprehensive Net Expenditure are derived from continuing operations.

The notes on page 72 to page 77 form part of these accounts.

Statement of Financial Position

As at 31 March 2023

		2023	2022
	Note	£000	£000
Current assets			
Receivables	5	75	114
Cash and cash equivalents	6	612	606
Total current assets		687	720
Current liabilities			
Payables	7	(1,702)	(2,151)
Total current liabilities		(1,702)	(2,151)
Total assets less total liabilities		(1,015)	(1,431)
Taxpayers' equity			
General Fund		(1,015)	(1,431)
Total taxpayers' equity		(1,015)	(1,431)

Marc Cavey
Accounting Officer
3 July 2023

The notes on page 72 to page 77 form part of these accounts.

Statement of Cash Flows

For the year ended 31 March 2023

		2022-23	2021-22
	Note	£000	£000
Cash flows from operating activities			
Net operating cost	SoCNE	(11,842)	(9,328)
Adjustments for non-cash transactions		877	1,595
(Increase)/Decrease in receivables	5	39	(53)
(Decrease)/Increase in payables	7	(449)	981
Finance expense		(1)	(1)
Net cash outflow from operating activities		(11,376)	(6,806)
Cash flows from investing activities			
Purchase of intangible assets		-	-
Net cash outflow from investing activities		-	-
Cash flows from financing activities			
Draw down of Supply from sponsor Department		11,382	7,020
Net cash inflow from financing activities		11,382	7,020
Net (decrease)/increase in cash and cash equivalents in the period		6	214
Cash and cash equivalents at beginning of year		606	392
Cash and cash equivalents at end of year		612	606

The notes on page 72 to page 77 form part of these accounts.

Statement of Changes in Taxpayers' Equity

For the year ended 31 March

	Note	General Fund £000
Balance as at 31 March 2021		(717)
Net Parliamentary Funding — drawn down		7,020
Comprehensive expenditure for the year	SoCNE	(9,328)
Non-cash adjustments		
Intra-group transactions		115
Auditor's remuneration	4	49
Notional shared service recharges	4	1,430
Balance at 31 March 2022		(1,431)
Net Parliamentary Funding — drawn down		11,382
Comprehensive expenditure for the year	SoCNE	(11,843)
Non-cash adjustments		
Intra-group transactions		(632)
Auditor's remuneration	4	57
Notional shared service recharges	4	1,452
Balance at 31 March 2023		(1,015)

The General Fund represents total assets less liabilities, to the extent that the total is not represented by other reserves and financing items for the Agency.

The notes on page 72 to page 77 form part of these accounts.

Notes to the accounts

1. Statement of accounting policies

These accounts have been prepared in accordance with the 2022-23 government FReM issued by HMT. This is set out in a statutory Accounts Direction issued pursuant to section 7(1), (2) and (5) of the *Government Resources and Accounts Act 2000*.

The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRSs) as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the Agency for the purpose of giving a true and fair view has been selected.

The particular policies adopted by the Agency for 2022-23 are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

These accounts have been prepared under the historical cost convention.

1.1 Going concern

As an Executive Agency, funding for TRA will be met by DfE as the sponsoring department. The 2021 Spending Review achieved a settlement for the next 2 financial years to 2024-25 that recognised the important role that DfE plays in delivering government objectives, which includes an appropriate level of grant-in-aid being provided to TRA to support increased capacity for its core business.

TRA, in discussions with DfE, actively monitors the sufficiency of grant-in-aid to meet the needs of the corporate plan for 12 months from approval of the accounts. A budget has been set for financial year 2023-24 alongside confirmation of support from DfE for the remaining 12 months' going concern period beyond March 2024 that enables TRA to deliver its objectives and continued regulatory intent. Our management of associated risks is outlined in the governance statement section of this report and TRA's continued existence remains a matter of policy. Therefore, it is considered appropriate to adopt a going concern basis for the preparation of these financial statements.

1.2 Critical accounting judgements and key sources of estimation uncertainty

The preparation of these accounts requires management to make judgements, estimates and assumptions that affect the application of policies and reported values of assets and liabilities, income and expenditure. These are based on historic and other factors that are believed to be reasonable. The results of these form the basis for making judgements. The estimates and underlying assumptions are reviewed on an on-going basis.

Management has specifically made such judgements on:

1.2.1 Accruals

The preparation of financial statements requires TRA to make estimates and assumptions relating to un-invoiced goods or services that affect the reported amounts of assets and liabilities. Actual results could differ from these estimates.

1.3 Adoption of FReM amendments

There have been no significant amendments to FReM for 2022-23 that effect the Agency's financial reporting. The current year FReM adopts the new leasing standard (*IFRS 16 Leases*), but since the Agency has no leases or lease type arrangements there is no impact on these accounts.

1.4 Early adoption

The Agency has not early adopted any accounting standards in 2022-23.

1.5 IFRSs in issue but not yet effective

In order to comply with the requirements of *IAS 8 Accounting Policies, Changes in Accounting Estimates and Errors*, the Agency must disclose where it has not applied a new IFRS that has been issued but is not yet effective. There is one standard in issue but not effective:

- *IFRS 17 Insurance Contracts*, effective for annual periods beginning on or after 1 January 2023. It has not yet been decided when FReM will adopt the standard for government financial reporting.

The Agency has carried out a review of the above IFRS, to assess their impact on its accounting policies and treatment. The full impact has been assessed as not material to the accounts.

1.6 Segmental reporting

In accordance with *IFRS 8 Operating Segments* (IFRS 8), the Agency has considered the need to analyse its income and expenditure relating to operating segments. The Agency has assessed that all lines of operation fall within the same geographical location and regulatory environment as envisaged by IFRS 8. Since segmental information for total assets and liabilities is not regularly reported to the chief operating decision-maker and in compliance with the FReM, it has not been produced in the accounts.

See note 2 for operational disclosures.

1.7 Draw down of Supply from sponsoring Department

The Agency has recorded all draw down of funding from the Department as financing, as the Agency regards draw down of Supply as contributions from the Agency's controlling party giving rise to a financial interest. The Agency records draw down of Supply as financing in the Statement of Cash Flows and draw down of Supply to the General Reserve.

1.8 Pensions

The Agency has adopted *IAS 19 Employee Benefits* to account for its pension schemes.

Where the Agency makes contributions to defined contribution pension schemes and unfunded, multi-employer defined benefit pension schemes (where the Agency is unable to identify its share of underlying assets and liabilities), the Agency recognises contributions payable in the SoCNE.

Further details of the pension schemes are available in the Remuneration Report.

1.9 Financial instruments

As the cash requirements of the Agency are met through the Estimate process, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with the Agency's expected purchase and usage requirements and the Agency is therefore exposed to little credit, liquidity or market risk.

1.9.1 Financial assets

Financial assets include cash and cash equivalents, trade and other receivables. The Agency determines the classification of its financial assets at initial recognition. Financial assets are recognised initially at fair value, normally being the transaction price. The Agency does not hold derivative financial instruments.

All of the Agency's financial assets fall under the *IFRS 9 Financial Instruments* category of amortised cost for the purposes of subsequent measurement.

Amortised cost

Financial assets classified as amortised cost include:

- Trade and other receivables which have fixed or determinable payments that are not quoted on an active market. They do not carry any interest.
- Cash and cash equivalents comprise cash in hand and on demand deposits.

The above asset types are subsequently recognised at amortised cost using the effective interest method. Carrying values are based on initial fair value adjusted for interest charges and repayments. Appropriate impairment allowances for estimated irrecoverable amounts are recognised in the SoCNE based on expected losses for a particular asset, or group of assets. The allowance recognised is measured as the difference between the asset's carrying amount and the estimated future recoverable amount.

1.9.2 Financial liabilities

Financial liabilities are measured at amortised cost. Financial liabilities include trade and other payables. The Agency does not currently have financial liabilities measured at fair value through profit or loss and neither does it have derivative financial instruments. The Agency determines the classification of its financial liabilities at initial recognition.

Trade and other payables

Trade and other payables are generally not interest bearing and are stated at their face value on initial recognition. Subsequently, they are measured at amortised cost using the effective interest method.

1.10 Value added tax

Most of the activities of the Agency are outside the scope of VAT. In general, output tax does not apply, or where it does, input tax on purchases is not recoverable. Irrecoverable VAT is charged to the relevant expenditure category. Where output tax is charged or input tax is recoverable, the amounts are stated net of VAT.

1.11 Shared services

The Department provides a number of corporate functions as a shared service reflecting the Department's operating model as follows:

- human resources
- estates and facilities management
- communications
- legal services
- information and technology services
- corporate finance and procurement, including transactional services

These accounts include a notional recharge from the Department to the Agency to reflect the costs of these shared services. The Department makes direct charges in relation to those services which can be directly apportioned to the Agency whilst the remainder is an apportionment of costs. The apportionment is calculated as a cost per full time equivalent employee within the Departmental Group multiplied by the number of Agency full time equivalent employees.

2. Statement of Operating Costs by Operating Segment

2.1 2022-23

	TMU £000	TQU £000	Admin £000	Total £000
Gross expenditure	7,330	2,833	171	10,334
Expenditure before notional charges	7,330	2,833	171	10,334
Notional charges				
Shared service recharge	-	-	1,452	1,452
Auditor's remuneration	-	-	57	57
Total notional charges	-	-	1,509	1,509
Net expenditure	7,330	2,833	1,680	11,843

2.2 2021-22

	TMU £000	TQU £000	Admin £000	Total £000
Gross expenditure	5,849	1,867	133	7,849
Expenditure before notional charges	5,849	1,867	133	7,849
Notional charges				
Shared service recharge	-	-	1,430	1,430
Auditor's remuneration	-	-	49	49
Total notional charges	-	-	1,479	1,479
Net expenditure	5,849	1,867	1,612	9,328

3. Staff costs

Disclosures relating to staff numbers and costs are detailed within the Remuneration and Staff Report page 50.

4. Operating Expenditure

	2022-23	2021-22
	£000	£000
Contract programme expenditure		
Professional services	4,268	3,883
Other expenditure	2,167	816
	6,435	4,699
Non-cash items:		
Impairment	-	6
Shared services recharge	1,452	1,430
Auditor's remuneration	57	49
	1,509	1,485
	7,944	6,184

5. Receivables

	2023	2022
	£000	£000
Sums falling due within 1 year		
Other receivables	14	13
Prepayments	6	-
VAT	55	101
	75	114

6. Cash and cash equivalents

	2023	2022
	£000	£000
Balance at 1 April	606	392
Net changes in cash and cash equivalents	6	214
Balance at 31 March	612	606
The following balances are held as cash at bank and in hand:		
Government Banking Service	612	606
Balance at 31 March	612	606

7. Current payables

	2023	2022
	£000	£000
Other taxation and social security	84	61
Trade payables	48	126
Other payables	64	62
Accruals	1,506	1,902
	1,702	2,151

8. Related party transactions

As well as the disclosures in the Remuneration and Staff Report, the following relationships are also considered as related parties and have therefore been disclosed in line with *IAS 24 Related Party Disclosures*. Transactions are classified as related party transactions if they occurred during the period the board member named held office.

The Agency regards the Department as a related party. During the year, the Agency had a number of material transactions with the Department and with other entities for which the Department is the parent Department.

In addition, the Agency has had a number of transactions with other government departments and central bodies. Most of these transactions have been with HMRC, PCSPS and CSOPS.

The Agency had no other relationships which would be considered as related parties in 2022-23.

9. Events after the reporting period

9.1 Cost of living payment

A payment to all staff of grades EA to G6 has been announced in recognition of the cost of living pressures faced by staff in 2022-23. This payment will be made in 2023-24 to all staff who were in post on 31 March 23 and remain employed at the payment date.

9.2 Authorisation

These accounts were authorised for issue by the Accounting Officer on the date they were certified by the Comptroller and Auditor General, there have not been any other significant post year end events that have required disclosure in the accounts.



Annexes (unaudited)

Annex A – Qualified Teacher Status awards to overseas trained teachers from 1 April 2022 to 31 January 2023⁴⁰

QTS awards made to overseas trained teachers – summary

Region	2022-23	2021-22	2020-21	2019-20
Europe (see separate summary)	672	707	1,975	2,458
North America				
USA	633	540	560	473
Canada	221	202	203	304
Oceania				
Australia	348	159	152	443
New Zealand	128	76	50	190
	2,002	1,684	2,940	3,868

QTS awards made to qualified teachers from Europe

Country	2022-23	2021-22	2020-21	2019-20
Austria	-	5	6	2
Belgium	6	6	15	18
Bulgaria	17	26	65	94
Croatia	2	10	15	22
Cyprus	1	-	5	6
Czech Republic	4	5	12	17
Denmark	7	2	5	4
Estonia	1	1	2	2
Finland	4	5	3	10
France	18	18	30	19
Germany	10	13	29	20
Gibraltar	-	3	-	-
Greece	83	80	292	368
Hungary	13	14	55	56
Iceland	-	-	1	1

⁴⁰ Data presented in Annex A tables covers teachers who applied for QTS prior to 1 February 2023 and were awarded QTS between 1 April 2022 and 31 March 2023. Information on the QTS awards made under the new system will be published separately during 2023-24.

Country	2022-23	2021-22	2020-21	2019-20
Italy	10	9	18	28
Latvia	6	1	5	9
Liechtenstein	-	-	-	-
Lithuania	5	9	9	20
Luxembourg	-	-	-	-
Malta	4	1	9	5
Netherlands	11	5	16	26
Norway	12	11	16	2
Poland	47	48	243	221
Portugal	13	4	27	37
Republic of Ireland	95	93	78	71
Romania	48	47	203	216
Slovakia	5	3	12	13
Slovenia	-	1	3	2
Spain	236	269	776	1,150
Sweden	12	13	13	12
Switzerland	2	5	12	7
Total	672	707	1,975	2,458

Annex B – Glossary of key terms

Abbreviation or term	Description
ARA	Annual Report and Accounts
ARC	Audit and Risk Committee
CETV	Cash Equivalent Transfer Value
CSOPS	Civil Servant Other Pension Scheme
DBS	Disclosure and Barring Service
DfE	Department for Education
ECT	Early Career Teacher
EEA	European Economic Area
EYTS	Early Years Teacher Status
FReM	Financial Reporting Manual
FTE	Full Time Equivalent
GIAA	Government Internal Audit Agency
HMT	HM Treasury
IPO	Interim Prohibition Order
ITT	Initial Teacher Training
NAO	National Audit Office
OTT	Overseas Trained Teacher
PCSPS	Principal Civil Service Pension Scheme
PMO	Programme Management Office
PRC	Performance and Risk Committee
QTS	Qualified Teacher Status
SCS	Senior Civil Servants
SPR	Strategic Performance Review
TMU	Teacher Misconduct Unit
TPS	Teachers' Pension Scheme (England and Wales)
TQU	Teacher Qualification Unit
TSS	Teacher Self-Service
TRA, or Agency	Teaching Regulation Agency
TRN	Teacher Reference Number
2021-22 & 2022-23	Financial years, ending on 31 March
2021/22 & 2022/23	Academic years, ending on 31 August

Annex C – Sustainability reporting

Background

The Agency adopts the Department's policies on sustainability which are managed by Departmental teams owing to the level of shared workspaces across the Department and its executive agencies. This is the first year detailed Agency-level information has been available to present here.

The Agency recognises its responsibilities to the Greening Government Commitments (GGCs), 25 Year Environment Plan, and forthcoming Environmental Principles – and we are incorporating climate change considerations in our operational delivery and policy development. The GGCs affect how we operate as an organisation and our ways of working. We have plans of how the Agency staff can support us in ensuring we meet these centrally mandated targets, along with the close support of Department staff.

The Department set up a Sustainability and Climate Change Unit in April 2021 to embed sustainability across the education system as well as into the Department's operations and education policies, which included the Agency's operations.

In April 2022, the Department launched the [Sustainability and climate change: a strategy for the education and children's services systems](#).⁴¹ This set out how the Department would support education settings so that the UK's education sector can become world-leading in sustainability and climate change by 2030. However, importantly, it also included a commitment to launch a Corporate Sustainability Strategy. This was published in March 2023, outlining our commitments up to 2025 to align with our corporate plans to achieve the GGCs.

We aspire to lead our organisation towards a more sustainable future, as well as being active contributors to cross-government priority outcomes, strategies and programmes.

More sustainability reporting can be found in the Department's consolidated ARA; which also includes commentary on how the Department, supported by its executive agencies, is working to improve sustainability over the education sectors.

Scope of the following disclosures

This annex has been prepared in accordance with HMT's [Sustainability Reporting Guidance 2022-23](#)⁴² and covers Greening Government Commitments – quantified disclosures along with policy statements relating to the Agency's own activities.

GGC information is collected centrally by the Department as the tenant to the buildings occupied by the Department and its three executive agencies.

Greening Government Commitments

For the first time the Agency is reporting against the 2017-18 baseline to meet our GGCs, and we have effectively reduced utilities usage and waste across the whole estate. The Agency, through the Department, has developed an operational estates sustainability management plan, which outlines our values and intended interventions required to reach the GGC targets.

⁴¹ <https://www.gov.uk/government/publications/sustainability-and-climate-change-strategy/sustainability-and-climate-change-a-strategy-for-the-education-and-childrens-services-systems>

⁴² <https://www.gov.uk/government/publications/public-sector-annual-reports-sustainability-reporting-guidance-2022-to-2023>

On behalf of the Agency, the Department has developed a corporate office Estates Sustainability Strategy which comprehensively outlines our Net Zero road map for the next three years and the strategy required to meet the GGCs targets set out by 2025.

The Department recruited sustainability expertise and a corporate office Estates Sustainability Manager to bring focus to ensure our office estate, operations, and policies support resilience and adaptation.

We have continued to implement a range of practical interventions in the education estate which will drive forward knowledge of how to achieve sustainable outcomes economically and efficiently whilst supporting the overall aim of productive learning environments.

Corporate Sustainability and Climate Change Strategy

The Department's Corporate Sustainability and Climate Change Strategy demonstrates how we will embed sustainability across everything we do – from how we maintain and use our office estate, to our decision-making and business processes, policy development and training our people.

It sets out how the Agency will:

- embed environmental considerations into policy development and delivery, including preparations to comply with the Environmental Principles legal duty coming into force in November 2023
- protect and enhance the environment in the Agency's operations as an organisation, including our offices, business travel and use of ICT, in line with the GGCs

As part of this, climate literacy training is now available to staff. This is accredited by the [Carbon Literacy Project](https://carbonliteracy.com/)⁴³ and includes the science of climate change, how this links with education policy and disadvantage, and how to comply with the Environmental Principles.

Greening Government Commitments reporting

The Agency is committed to a number of targets including the mandatory GGCs for reducing energy, water, paper, travel emissions and waste management. These targets were updated during 2021-22 with a new target period to 2025. The greenhouse gas emissions target for the Department is a reduction of 56% in total emissions, 36% in direct emissions and to reduce water consumption compared to the 2017-18 baseline. Waste targets are less than 5% sent to landfill and at least 70% sent to be recycled.

Governance and data validation

The Government Property Agency (GPA) was responsible for managing the property portfolio for the Department and its executive agencies in 2022-23. However, overall responsibility for sustainability remains with the Agency. Internal data validation checks are carried out by Avieco, who are retained by our landlord (GPA) to monitor performance. In order to report the greenhouse gas emissions associated with activities, 'activity' data such as distance travelled, litres of fuel used, or tonnes of waste disposed has been converted into carbon emissions. The greenhouse gas conversion factors used in this report can be found in the [government environmental impact reporting requirements for business](https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting).⁴⁴

Governance

On behalf of the Agency, the Department undertakes a stringent monitoring regime in relation to GGC performance management working closely with the GPA as property asset managers and our NDPBs.

This is supplemented by periodic audits conducted by the GIAA, reported to the Accounting Officer via the Department's finance function.

⁴³ <https://carbonliteracy.com/>

⁴⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

Internal and cross-governance arrangements are also in place for the phases of development and delivery of initiatives set out within the Department's Sustainability and Climate Change Strategy for the education and children's services systems. These are regularly reviewed by the GIAA.

In addition to the internal governance process, external audits are also undertaken to assure processes and systems including methodologies for recording, analysing and verifying data, as well as the calculations for quarterly GGC returns. These external validation audits are carried out on Defra's behalf by Carbon Smart. The vast majority of this report has been compiled using accurately measured data, verified through internal controls. This includes checking samples of automatically generated meter-reading data with manual meter reads. Where complete data sets have not been available, (for example through lack of detail, or due to landlord service charges), internal benchmark figures have been applied based on known parameters and data sets.

Summary of GGC performance

It has not been possible to disaggregate some of the performance metrics at Agency level. A summary of performance against the GGC quantitative targets for the Group is disclosed in the Department's published consolidated ARA.

Performance indicators relate to the previous GGC targets.⁴⁵

Overall GGC performance

Emission scopes

The [emission scopes](#)⁴⁶ can be explained as:

- Scope 1 (direct GHG emissions) – these occur from sources owned or controlled by an organisation. Examples include emissions as a result of combustion in boilers owned or controlled by the organisation and emissions from organisation-owned fleet vehicles

- Scope 2 (energy indirect emissions) – these are emissions a body makes indirectly, like when the electricity or energy it buys for heating and cooling buildings, as a result of electricity consumed which is supplied by another party. For example, electricity supply in buildings or outstations; also includes other purchased indirect emission source such as heat, steam and cooling
- Scope 3 (other indirect GHG emissions) – all other emissions which occur as a consequence of activity, but which are not owned or controlled by the accounting entity, this is primarily business travel emissions

Operational activities

It is worth noting that travel emissions were heavily reduced during periods of COVID-19 restrictions.

Consumer single use plastics

Within our office estate, the Agency remains committed to removing consumer (avoidable) single use plastics from its office estate in line with the government's pledge in the 25-year environmental plan. Considerable success has already been achieved across the Agency office estate, where possible we have made every effort to remove plastic cutlery, cups, straws and to improve the recyclability of takeaway containers. Other initiatives included the introduction of "bring your own" policies so that reusable coffee cups, containers and cutlery is used over other disposable or recyclable alternatives. The Agency plans to expand on these initiatives to further reduce plastics as well as work more closely with NDPBs and reach out to landlords and their caterers, where facilities are indirectly managed, to make stakeholders aware of the elimination scheme and encourage their participation.

⁴⁵ <https://www.gov.uk/government/publications/greening-government-commitments-2016-to-2020>

⁴⁶ <https://www.gov.uk/government/publications/environmental-reporting-guidelines-including-mandatory-greenhouse-gas-emissions-reporting-guidance>

ICT waste

The Agency continues to utilise technology to improve our overall environmental impact. Recent initiatives include replacing desk phones with softphones (software for making telephone calls over the internet) and encouraging the use of softphones over mobiles further supports a reduction in our physical impact and footprint. In addition, improvements to our videoconferencing provision seeks to aid and enable effective hybrid working, reducing the need for travel.

More broadly, sustainable ICT solutions will be integrated into new build schools as standard, via sustainable procurement, design, implementation, and management.

Accounting for shared, offset, renewable and sequestered carbon

The Agency does not purchase or utilise carbon credits at all across the office estate.

Adapting to climate change

The Agency's own offices will be adapted to the effects of climate change in line with the activities of other departments, the Agency through the Department:

- has begun the process of assessing climate risk across its own buildings and operations
- is making use of a new climate risk assessment tool, commissioned by the GPA, to screen for priority risks

Sustainable procurement

Within the Agency we take account of social value in the award of central government contracts. Procurement Policy Note 06/20 is applied to all new in scope procurements from January 2021, with at least one of five social value themes being assessed in the procurement and subsequent contract with suppliers. Themes are selected which are most relevant to the subject matter of the contract and one of the themes is fighting climate change. In addition, new contracts require that suppliers meet the Government Buying Standards on sustainability. We have implemented Procurement Policy Note 06/21: Taking account of carbon reduction plans in the procurement of major government contracts, which came into

effect on 30 September 2021 for all in scope procurements. Commercial staff involved in letting and managing contracts undertake Chartered Institute of Procurement & Supply ethics e-learning which covers three key pillars of the ethical procurement and supply profession, one of which is environmental procurement.

More broadly, by 2023 we will ensure sustainability is part of the assessment and validation criteria for including suppliers on procurement frameworks that the Agency signposts via its Get Help Buying for Schools service, to support sustainable purchasing of products and services in schools. We will also support schools to purchase from procurement frameworks that offer sustainable goods and services via this service, although schools still retain their full autonomy in their contracting decisions.

Procurement of food and catering services

Using both the Department and GPA supply chain, food provided in catering outlets is local and in season, where possible. The Department buys food from farming systems that minimise harm to the environment, such as produce certified by LEAF (Linking Environment and Farming), the Soil Association or Marine Stewardship Council. Fairly traded and ethically sourced products are also available. The amount of food of animal origin eaten is being reduced, as livestock farming is one of the most significant contributors to climate change, and caterers ensure that meat, dairy products, and eggs purchased are produced to high environmental and animal welfare standards. The amount of palm oil used is also being reduced.

More broadly, we will encourage and support education settings to gather data and take action on food waste and to share their evidence-based best practice for sustainable waste prevention and management. We will also work with Defra and the Waste and Resources Action Programme to share resources for schools and children that support food waste prevention.



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