


**Agenda for 45<sup>th</sup> BERA Annual General Meeting** to be held on Thursday 9<sup>th</sup> December 2021, 11:00-12:00, held virtually via [www.bera.ac.uk](http://www.bera.ac.uk)

*If you have any questions you wish to raise throughout, please submit them in the comments section during the event at any time, noting who it is for.*

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|---|------------------------------------|
| <b>1. Welcome and Introduction</b>                                    | <b><i>Including key slides</i></b> |
| <b>2. Declarations of conflicts of interest</b>                       |                                    |
| Members should notify the Secretariat of any declarations of interest |                                    |
| <b>3. BERA Strategic Plan</b>   | AGM-2021-01                        |
| <b>4. BERA Race Equality Policy</b>                                   | AGM-2021-02                        |

*All papers presented for information and will be spoken to in brief; any queries please contact [secretariat@bera.ac.uk](mailto:secretariat@bera.ac.uk)*

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| <b>5. Annual Reports</b>   |             |
| 5.1 President's Report   | AGM-2021-03 |
| 5.2 Publications Committee Report  | AGM-2021-04 |
| 5.3 Engagement Committee Report  | AGM-2021-05 |
| 5.4 Conference & Events Committee Report                                     | AGM-2021-06 |
| 5.5 Chief Executive's Report   | AGM-2021-07 |
| <b>5.6 Financial Reports</b>   |             |
| 5.6.1 Treasurer's Report<br>(including Finance & Operations Report)          | AGM-2021-08 |
| 5.6.2 BERA Audited Accounts 2020<br>(including Trustees' Annual Report 2020) | AGM-2021-09 |
| 5.6.3 BERA 2021 Budget   | AGM-2021-10 |
| <b>5.7 Risk update</b>   | AGM-2021-11 |
| <b>6. Notification of BERA Election Results</b>                              |             |
| 6.1 Council Membership 2021/22   | AGM-2021-12 |
| <b>7. Minutes and matters arising (7<sup>th</sup> December 2020)</b>         | AGM-2021-13 |
| <b>8. AOB</b>  |             |

<b>Paper: BERA Strategic 2021-2026</b>		 <b>BERA</b> <small>BRITISH EDUCATIONAL RESEARCH ASSOCIATION</small>
<b>Author: BERA Council</b>	<b>Date: 9<sup>th</sup> December 2021</b>	<b>Ref: AGM-2021-01</b>
<p><b>Summary:</b>  After extensive discussion by Council and committees, the BERA Strategic Plan has been revised and redeveloped. This is the launch of the plan to the BERA membership, and we intend to report on the progress at various points within the five-year cycle. Alongside the Strategic Plan, a BERA Business Plan has been developed to focus committee and professional office activity.  The Strategic Plan will run through all facets and activity of the organisation and an outward facing document will be produced ahead of the AGM.</p>		

## **BERA Strategic Plan 2021–2026**

### **Our Charitable Objective**

To encourage the pursuit of educational research and its application for both the improvement of practice and the public benefit.

### **Our Vision**

BERA's vision is for educational research to have a profound and positive influence on society across the four nations and internationally.

### **Our Mission**

BERA works to a) foster engagement with educational research, b) build capacity for carrying out educational research, and c) advance quality of educational research.

### **Our Values**

In our work and our actions we will be rigorous, ethical, inclusive, collaborative and ambitious.

### **Strategic Objectives**

- To enhance the health of education as a discipline by nurturing a strong and confident research environment.
- To champion education research, enhancing its use in policymaking and educational practice.
- To celebrate and recognise excellence in the education research community.
- To ensure a strong and sustainable future for BERA.

### **Priority Activities**

- ❖ **To enhance the health of education as a discipline by nurturing a strong and confident research environment, we will:**
  - Undertake a thorough and rigorous analysis of the state of the discipline, using its findings to inform our work.
  - Invest in and support the development of the next generation of researchers by, for example, expanding our Early Career Researcher Network and its activities.

- Champion a more diverse research community, including by commissioning research into the role that race and ethnicity plays in education and by increasing diversity within BERA at all levels of the organisation.
- Continue to offer seed-corn and small-scale funding for research projects.
- Ensure appropriate mechanisms and support for collaboration among our members through our SIGs, forums and networks.

❖ **To champion education research, enhancing its use in policymaking and educational practice, we will:**


- Continue to play an active role in the wider social science community by building relationships with other disciplines, for example through their learned societies.
- Offer a broad programme of events, including high-profile public events, and ensure that they fit our strategic priorities and meet the needs of both our members and wider target audiences.
- Establish and maintain good working relationships with strategically significant professional bodies.
- Increase the opportunities for education practitioners to take part in our events and activities, including expanding our teacher membership base and offering.
- Develop our skills and capacity to influence policy, and review how our publications and events contribute to this.

❖ **To celebrate and recognise excellence in the education research community, we will:**

- Review our awards, ensuring that they cover all career stages and sufficiently recognise high quality research, instituting new awards to fill gaps where appropriate.
- Develop the BERA College of Reviewers to ensure the highest rigour for all our awards and opportunities.
- Nurture our journals, increasing their quality, standing, reach and impact.
- Make greater use of our activities and communications to promote our award winners, funding recipients and their research.
- Play a more active role internationally by developing new collaborations as well as being active members of the World Education Research Association and the European Educational Research Association.

❖ **To ensure a strong and sustainable future for BERA, we will:**

- Diversify our income streams, reducing our reliance on publications royalties from journals.
- Review our governance to make it more efficient and ensure that our trustees and leaders receive appropriate support and training.
- Invest in our staff and professional services, ensuring the sustainability of our HR, IT and office space contracts.
- Enhance our digital offering, specifically developing our social media presence, the BERA Blog and BERA Podcast, and scoping the creation of a 'BERA app'.
- Expand our membership by growing the number of HEI-based members, especially senior leaders; developing a membership offer and opportunities specifically for undergraduates; and continuing our efforts to broaden our membership beyond academia targeting practitioners in particular.

<b>Paper: Equality and Diversity – AGM Update</b>		 <b>BERA</b> <small>BRITISH EDUCATIONAL RESEARCH ASSOCIATION</small>
<b>Author: David Chatterjee Nick Johnson</b>	<b>Date: 9<sup>th</sup> December 2021</b>	<b>Ref: AGM-2021-02</b>
<b>Summary:</b> This paper provides an update of the targets set by BERA's Race Equality Policy. Equality and Diversity is a key theme which runs throughout BERA's activity.		

## Background

1. Earlier in 2021, BERA Council agreed an [ambitious policy and action plan](#) for addressing racial inequities within the Association and within the wider research community. It also redoubled our commitment to bringing BERA's resources and expertise to bear on wider issues of inequality and discrimination in education and society.
2. A key aspect of the release of this policy was the importance to recognise the need to measure the success of this policy and its associated action plan, and to adjust and develop it accordingly. Race and equality is a key theme throughout our activities and has been highlighted at key strategic BERA events.
3. The action plan and the statistics within it will be updated annually and BERA is committed to reporting changes highlighted at BERA's annual general meeting.
4. A progress update can be seen below.

## RAG Rating

5. A progress update can be seen below.
6. The progress is reported on a Red, Amber and Green (RAG) scale, the definitions of which are outlined in the following table:

RAG Rating	Definition
Red	No progress has been made, for further review
Amber	Positive progress has been made; however, targets have not yet been met or exceeded
Green	Currently meeting, or exceeding targets, and these will be consistently monitored in case of change

Action	Target	Situation as of January 2021	RAG Rating	Progress Information
<b>BERA Governance</b>				
Prioritise BAME members in the next rounds of recruitment for all vacancies, and take positive action where we are legally allowed to do so.	At least 15% of the collective membership of BERA Council and committees should be BAME by the end of 2022; this proportion should rise to at least 18% by 2024. This should be achieved on all BERA committees, and our intention is that by 2024 every committee has at least one member from a BAME background.	Three BAME members (9%) among a total of 35 committee members.	<b>Six BAME members (17.5%) among a total of 40 committee members. We have met our 2022 interim target.</b>	Two of the three new members of Council are of BAME origin
Encourage those from BAME backgrounds to apply for posts, including key leadership positions, with targeted advertising and networking.		One BAME member (6%) among 18 members of BERA Council.	<b>Three BAME members (17.6%) among 17 members of Council</b>	New committee members have been recruited, four of whom are BAME
Use co-options as a means to quickly redress gaps in representation.		No BAME representation on four of the seven BERA committees.	<b>BAME representation of five out of seven BERA Committees</b>	Unconscious bias statements were added to call for applicants, and to the elections process
Review our selection processes and criteria for unconscious bias.				We have proactively sought and encouraged BAME applications for committee vacancies
Invite BAME members to work alongside current members of committees and BERA Council.				Mentoring scheme discussed at Engagement Committee in the Autumn and is being further developed
Put in place equality and diversity training, and monitor its quality, across all levels of governance.				Unconscious bias introduction in place prior to committee cycle beginning

<b>BERA Journals</b>				
Prioritise BAME members in the next rounds of recruitment for all vacancies.	At least 15% of our combined editorial teams and boards should be BAME by the end of 2022, rising to at least 20% by 2024. <sup>1</sup>	Four out of 25 journal editors are BAME (16%; this figure was between 2% and 8% until mid-2020), and  12 out of 77 editorial board members (15.3%).	<b>Six out of 28 journal editors are BAME (21.4%)</b>	BJET editorial team will be recruited in 2022 with the need for diversity stressed  BERJ have added associate editors, including BAME representation  Disappointingly, while there are BAME members of editorial teams and boards, 1 of 112 members are Black or Black British  Publications Committee are introducing a peer mentoring scheme to directly target academics who do not have English as their first language.
Encourage all editorial teams to seek diversity as they recruit or replace members or apply for term renewals.			<b>13 out of 84 editorial board members are BAME (15.4%)</b>	
Seek immediate opportunities to add members to existing editorial boards to make them more diverse.			<b>Wiley are committed to increasing diversity and are reviewing their own procedures. They are also starting to collect ethnicity data alongside submissions.</b>	
Request that our publishing partners, Wiley, collect and report on data of the ethnicity of authors submitting to our journals, and their acceptance rates, and consider the findings of that exercise to determine whether more targeted action is necessary.				
Review our selection processes and criteria for unconscious bias.				

<sup>1</sup> BERA intends to monitor the impact that international members who may be deemed BAME in a UK context but are of the primary ethnicity of their own country have on these numbers, in case such cases distort our performance in this respect.

<b>BERA Events</b>				
All events with four or more speakers should have a diverse panel that includes at least one BAME speaker.	At least 15% of all speakers at BERA-organised events should be BAME by 2022, rising to at least 20% in 2023.	In 2020, 18 of 161 speakers at BERA events (11%) were BAME.	<p><b>In 2021, 28 of 187 speakers at BERA events (15%) were BAME. This has met our interim target for 2022, however is still behind the overall aim.</b></p> <p><b>50% of Conference 2021 keynotes were BAME, 2 out of 3 confirmed keynotes at Conference 2022 are BAME.</b></p>	<p>All events with more than four speakers must now have at least one BAME speaker, events not meeting these criteria have been declined, where appropriate.</p> <p>Key BERA events (i.e. Conference, Presidential Roundtable etc.) have led in this area</p>
If statistics show that we are failing to meet our targets then we will increase the above requirement at the earliest opportunity.				
<b>BERA Awards &amp; Mentoring</b>				
BERA's Engagement Committee is tasked with developing a new mentoring programme that addresses diversity by the end of 2022.		N/A	<p><b>Of the finalised awards and funding opportunities in 2021, 36.3% of applicants identified as non-white, and 56.3% of recipients were BAME. This remains under review as this is skewed by the ECR Network and theme of the Small Grants and Curriculum Investigation Grant. This will be kept under close review</b></p>	<p>£25,000 of Small Grants focussed on race and education awarded</p> <p>£15,000 of BCF Curriculum Grant funding on race and education awarded</p> <p>Diversity has been added to the College of Reviewers</p>

Monitor all our awards and funding streams for diversity and consider the results of that exercise to determine whether more targeted action is necessary.	We will publish aggregated numbers on the race and ethnicity of those applying for BERA awards or funding opportunities, and the outcomes of those opportunities.		<b>The College of Reviewers were the primary judging panel, with one out of 12 (8.3%) coming from a non-white background. We will prioritise BAME recruitment in the 2022 call for new reviewers.</b>	Engagement Committee are beginning to develop a mentoring scheme, with winners of the ECR Career Development Fellowship being allocated a mentor from BERA Council
Monitor the diversity of all our judging panels, including the College of Reviewers, and publish the results.				
<b>BERA Outreach and Development</b>				
Identify key partner organisations that can help develop BERA's work on diversity and inclusion, and establish links with them during the course of 2021 with the intention of pursuing collaborative working, including events and projects.	Establish at least one strategic partnership by the end of 2021.	N/A	<b>No strategic partnerships have been developed. This will be revisited early as a priority in 2022.</b>	It is hoped the State of the Discipline tender will lead to more links. UKRI and AcSS are developing links which BERA hopes to be involved with.
Fund research into the role that race and ethnicity plays in education and educational research'	Ensure that race and ethnicity issues are fully addressed in our 'State of the Discipline' project.		<b>£20,000 of funding has been awarded in this project to address diversity in the discipline. Over £40,000 was awarded to projects focused on race and ethnicity as part of our small grants fund and the</b>	This will not be the end of addressing race and ethnicity within this project, it is hoped this first stage will lead to further work.



			<b>Curriculum Investigation Grant</b>	
In our work analysing the outcomes of the next Research Excellence Framework (REF) exercise we will examine its insights into race and ethnicity within the education discipline.				
Strengthen BERA platforms for addressing topics relevant to the structural and institutional determinants of inequality and exclusion, and their impacts on BAME individuals in education and educational research'.	Continue to run events and publish blogs and other material on these issues, with the support of BERA's Race, Ethnicity and Education special interest group.		<b>Blogs under the REE SIG banner have continued to be published. BERA made this a priority area with grant funding awards.</b>  <b>These issues will continued to be featured in RI throughout 2022.</b>	

**Summary:**

This report outlines Dominic Wyse’s BERA presidential activity in the period since the previous AGM.

1. The 2020 to 2021 year of work has seen BERA go from strength to strength. Membership numbers are up once again, and BERA’s offer to, and support of, its members has grown in scope and in the professionalism of its work. I offer my warm thanks to the BERA Office Team, to all the colleagues who work on behalf of BERA and to all BERA members for their enthusiasm to continue to make BERA the best place in the world to meet to share insights about education research, practice and policy.

**Education: The State of the Discipline**

2. As I made clear from the very start of my presidency the state of education as an academic discipline in universities is worthy of rigorous attention in many aspects of BERA’s work. To that end the series of projects that will explore and advocate for education and education research has already started. The systematic review of research has been done, and the tender for a major survey of the work of academics researching and teaching in education departments has been commissioned.
3. AERA Annual Conference 2022 may well be one of the first international conferences that education researchers can attend in person since COVID-19 started. I am leading a BERA at AERA symposium, in San Diego, on practitioner enquiry or close-to-practice research (with colleagues Vivienne Baumfield, Mhairi Beaton, Chris Brown, and Gerry Czerniawski). Marilyn Cochrane-Smith will be the discussant. The links between research and practice remain a central part of the history of BERA and its work.
4. BERA is the world’s third biggest association of education researchers internationally. BERA re-joined the World Educational Research Association in 2021 after a more than 10-year absence from WERA. BERA’s intention to work with WERA as part of BERA’s commitment to education research worldwide is already proving fruitful. Academic writing seminars have already been held with early career colleagues in Russia, and as a result of making the connections I presented at the Russian Educational Research Association conference for early career researchers. A seminar for colleagues in Ghana is to follow.
5. Part of what makes education such an exciting discipline to work in is its methodological diversity, including its track record at working in inter-disciplinary ways. This diversity includes people whose expertise lies in research that employs quantitative methods. BERA’s College of Reviewers (CoRs) reflects this diversity of expertise. The CoRs is already carrying out high quality peer reviews of a range of BERA opportunities that are open to BERA members to apply for. As a result of the great expertise of CoRs members the quality of BERA’s work continues to increase.

**BERA Race Equality Policy**

6. Following work led by Nick Johnson, CEO of BERA, it is good news to report that the BERA’s policy on Race Equality is already producing changes to the ways in which BERA works. The targets that are part of this policy are clearly stated on BERA’s website and will be reviewed annually to see what has worked and what needs to change. Leon Ticky’s Presidential Round table (see below) is an important moment in BERA’s outward facing work on race equity.

**ITT Market Review**

7. BERA’s aims to advance research quality, research capacity and research engagement are what drives the organisation. Sometimes these aims become entwined with political initiatives. BERA must make hard choices about which government initiatives it will engage with, always on the basis of where education research is central to an issue. The government


commissioned ITT Market Review report prompted engagement from BERA, and subsequently a strongly worded statement and supporting documents. BERA responded because teacher education is a vital part of the work of nearly all education departments in the UK. Claims were also made in the ITT Market Review Report that its findings were based rigorously on research. BERA disputed that. We await the government's response to the public consultation.

### **Presidential Round Tables (PRTs)**

8. Although the PRTs have faced extreme challenges as a result of COVID-19 BERA has published the outcomes of the PRT on Children's Mental Health and Wellbeing, and forthcoming publication on children's early language. Forthcoming PRTs include a roundtable focussed on race led by Leon Tickly and ['Equitable, Reliable High Stakes Assessment: A possible dream?'](#) led by Louise Hayward. The PRT on assessment builds on BERA's work on statutory assessment (working with *More Than a Score*) led by ex-BERA President Gemma Moss.

### **COVID-19**

9. The pandemic has of course created tragic circumstances for many and difficult challenges for all both personally and in workplaces. I want to thank the BERA Office team for their extraordinary work making sure that BERA not only kept going but also thrived and innovated. The detail of this work has included re-thinking the ways that we communicate. Personal contact, through physical meetings, remains a vital part of BERA's work. The literal meaning of the word 'conference' is profoundly important. I urge all members involved with BERA to support BERA's efforts to increase the number of physical meetings once again, naturally subject to scientific advice on how to keep as safe as possible.
10. BERA's strength and financial health mean that its work continues apace. It has been a pleasure to work with Nick Johnson, CEO of BERA, to help shape the substance and style of the new model of strategic planning. From the perspective of our members, they should see a clearer focus on a more carefully selected range of events which will maximise BERA's progress on all its aims.

<b>Paper: Publications Committee Report 2020–2021</b>		 <b>BERA</b> BRITISH EDUCATIONAL RESEARCH ASSOCIATION
<b>Author:</b> <a href="#">Ros McLellan</a>	<b>Date:</b> 9 <sup>th</sup> December 2021	<b>Ref:</b> AGM-2021-04
<b>Summary:</b> This report outlines BERA Publications Committee's activities in the period since the previous AGM.		

## Activities

1. The activities of the Publications Committee contribute to the BERA Strategic Objectives of advancing research quality; building research capacity and fostering research engagement. Its main responsibilities are to uphold the rigour and quality of BERA's four peer-reviewed journals, extend the reach and range of the BERA Blog, the publication of *Research Intelligence* and oversight of BERA-commissioned publications.
2. The committee is playing an active role in representing the interests of BERA members in ongoing discussions regarding the development of policy in the UK on Open Access publishing to minimise any negative impact on the Association, its journals, its members and the wider research community.
3. A number of steps have, since the last AGM, been taken to enhance the BERA journals portfolio's offer within that context of Open Access developments.
  - a. An article transfer network, now established both across the BERA journals and in a network that allows editors to agree transfer agreements with the editorial teams of almost all other education journals published by Wiley. A number of such agreements are now in place, allowing promising but out-of-scope articles to be easily transferred to a more suitable forum.
  - b. An agreed minimum number of special issues per volume, now in place across all journals
  - c. Greater expectation of article commissioning from editorial board members (which has been added to the BERA Journal Terms of Reference document)
  - d. The adoption of free-format submission across all four journals, and the introduction of the Research Exchange submission interface which automates a significant portion of the submission process.
  - e. The *British Journal of Educational Technology (BJET)* will shortly trial the CRediT system for acknowledging/itemising authors' specific contributions to a given article. We expect to roll this out for other journals within 2022.
4. In August 2021, UKRI published their open access policy, which mandates that any research funded by it, its associated research councils, Research England or Innovate UK must be published on an open access (OA) basis. However, two important issues remain unclear:
  - a. the status of hybrid journals – those like BERA's four journals that publish both paywalled and OA content
  - b. relatedly, under what conditions UKRI considers a 'transitional agreement' (whereby publishers undertake, in their agreements with library consortia, to transition towards publishing on a fully open access basis) acceptable.

The Society Publishers Coalition (SocPC), of which BERA is a member, is at the time of writing due to meet UKRI to discuss these and other unaddressed areas of concern. These changes – and the widely expected requirement that submissions to future REF exercises be published OA – have the potential to have a substantial negative impact on BERA's finances, and force difficult trade-offs between making publishing accessible internationally through hybrid journals versus meeting OA requirements in the UK and similar jurisdictions.
5. As was noted last year, the transformative read-and-publish deal between Jisc and Wiley which came into effect from 2 March 2020 has provided access to funding for gold open access to journal article authors in the UK whose institutions are members of Jisc. Take-up of OA publishing was higher than expected which, although in one sense positive, meant that OA article funding under the deal was, from 12 October until 31 December 2020, restricted to those with funding from a select group of funders (Wellcome, UKRI and a handful of health charities) which are unlikely to fund many articles in BERA's journals. For 2021, when funding was reset, OA fees were no longer covered for *all* types of content – original articles and reviews would be covered, but not editorials and book reviews, for example. Nevertheless, similar restrictions were brought in from 1 July until 31 December 2021, which is expected to

result in financial losses to BERA and means a key aspect of our journals' appeal to UK authors is eliminated.

## **BERA Journals**

6. Since early 2021, the cover designs of all four BERA journals have been redesigned. New interior page layouts have been, and are being, implemented in a staggered way across the four journals. These new, modernised layouts are intended to streamline Wiley's production processes and to aid readability on-screen as well as in print.

### ***British Educational Research Journal***

7. The editorial team comprising Ourania Filippakou and Emma Wainwright of Brunel University, David Aldridge of Edge Hill University and Gert Biesta of Maynooth University took office in January 2018. Earlier this year their four-year term in office was extended for a further two years, to 31 December 2023.
8. In November 2021 it was announced that three new associate editors would join the team, expanding its capacity and expertise:
  - a. Christine Callender, UCL Institute of Education
  - b. Kevin Smith, Cardiff University
  - c. Reva Yunus, University of York.
9. *Special sections of BERJ published this year include 'Refugee Education' (47[4]), guest edited by Ahlam Lee, and 'Right-wing populism and education: Interrogating politics, policy and pedagogic resistance' (47[2]), guest edited by Saba Hussain and Reva Yunus. A further special section on close-to-practice education research will be included in issue 47(6), the final issue of 2021.*
10. In 2020, BERJ's impact factor climbed to 2.752, and it was ranked 95th of 264 international journals in the 'education and educational research' category – very high for a general education journal. These measures rose from 1.752, and 114/263 respectively.
11. A reconstituted, expanded and more international editorial board for *BERJ* met (remotely) for the first time in February 2021, following a successful open call for new members.
12. The editors are planning a series of curated virtual issues reviewing the journal's content over each of the five decades of its existence since 1975, culminating in the celebration of its 50th volume in 2024, when BERA will also celebrate its 50<sup>th</sup> anniversary.

### ***British Journal of Educational Technology***

13. The editorial team comprises Sara Hennessy (University of Cambridge), Louis Major (University of Manchester), Manolis Mavrikis, Sara Price and Mutlu Cukurova (UCL Institute of Education). They are supported by Kaushal Kumar Bhagat (Indian Institute of Technology Kharagpur), Esteban Vázquez-Cano (Universidad Nacional de Educación a Distancia, Spain) and Jimmy Jaldemark (Mid Sweden University).
14. Having already risen to the record high of 2.951 for 2019, the journal's impact factor climbed to 4.929 in 2020 –, making it the second-ranked generic educational technology journal globally, and 19th among the 264 journals in Clarivate's wider 'education and educational research journals' category. The editors look for rigour, innovation and cutting-edge contributions to the field of educational technology use across a very wide variety of contexts.
15. In 2021 the *BJET* Best EdTech Paper award for a presentation at BERA Conference 2021 was won by Jade Rushby (University of York), for her paper, *Pre-service Teachers' Reactions to a Simulated Teaching Intervention*. The judges also commended Carlos Sanchez-Lozano (Cenfotec), for his paper, *Understanding Complexity in Online Course Design: Combining Data Analytics, Soft Systems Methodology, and Agent-Based Modelling*.
16. In response to the Covid-19 crisis, in early 2021 *BJET* launched a one-off International Fellowship to reward the most compelling proposal for a piece of research in the field of educational technology from an early-career researcher based at an institution in a low- or lower-middle-income country. The fellowship, which includes funding of up to £5,000 and the expectation that the resultant paper will be published in *BJET*, was awarded to Esinam Afi Kayi (University of Ghana) for her proposal, *Examining the Impact of Blended Learning on Distance Education Learners' Learning Outcomes: Perspectives from Instructors and*

*Learners*. Daniel Otieno (Kenyatta University, Kenya), was highly commended for his proposal, *Enhancing Inclusion in Technology Enabled Teaching and Learning*.

### **Curriculum Journal**

17. The editorial team comprises lead editors Dr Stavroula Philippou (University of Cyprus) and Professor Mark Priestley (University of Stirling), and associate editors Dr Daniel Alvunger (Linnaeus University, Sweden), Professor Kathryn Hibbert (Western University, Canada), Professor David Leat (Newcastle University, UK), Dr Nienke Nieveen, (Eindhoven University of Technology and SLO, Netherlands), Dr Claire Sinnema (University of Auckland, NZ) and Dr Tiina Soini (Tampere University, Finland), and book reviews editor Joseph Smith (University of Stirling). In November 2021, the lead editors agreed to extend the team's term for a further two years, to 31 December 2024.
18. In addition to the Curriculum Journal Editors' Choice Award for articles published in 2020 – won by Ana Lucia Lennert da Silva and Christina Elde Mølstad for 'Teacher autonomy and teacher agency: A comparative study in Brazilian and Norwegian lower secondary education'. (*Curriculum Journal*, 31[1]: 115–131) – the journal created a further two one-off awards:
  - a. The winner of the Best Practitioner Paper Award was Esther Vernon for 'Teaching to the epistemic self: Ascending and descending the ladder of knowledges' (*Curriculum Journal*, 31[1], 27–47).
  - b. The two winners chosen for the Best ECR Paper Award were:
    - i. Alexander Pratt for 'Curriculum in conflict: How African American and Indigenous educational thought complicates the hidden curriculum' (*Curriculum Journal*, 31[1], 97–114)
    - ii. Eli Tronsmo for 'Changing conditions for teachers' knowledge work: New actor constellations and responsibilities' (*Curriculum Journal*, 31[4], 775–791).
19. In March 2021 the journal published the special issue, *Potentialities in health and physical education: Professional boundaries and change agendas*, guest edited by Malcolm Thorburn and Shirley Gray. The next special issue, *Challenging curricular hegemony through international perspectives*, guest edited by Carmel Rooft-Bowen and Todd Alan Price, will publish in early 2022.

### **Review of Education**

20. The editorial team based at the University of Durham – Stephen Gorard, Beng Huat See, Dimitra Kokotsaki, Nadia Siddiqui, Jonathan Tummons, Xiaofei Xi and David Bolden – has continued to raise the profile of *RoE* by encouraging the submission of articles from leading international researchers, which is reflected in its >2 pseudo-impact factor (an approximate and unofficial calculation of its impact factor, using the same metrics).
21. The journal is continuing to seek promotion to the Social Sciences Citation Index by simplifying the format of its Context and Implications digests for each article, making clearer its unique remit and strengths, and continuing to publish a growing volume of high-quality, in-depth international research.
22. In early 2021 the journal launched a new award to support two new scholars who have completed an ambitious and innovative research project in the course of their doctorate to achieve impact with that research, and/or to extend the project in a way that has potential to make a significant contribution to education. On the basis of their submitted proposal and the research they have conducted thus far in their careers, the editors collectively decided to make the award to two outstanding scholars: Binwei Lu (Durham University, UK) and Saule Bekova (National Research University Higher School of Economics, Russia).
23. *RoE* has two special issues in development: Evidence on the Development of Education in Ex-Soviet States, guest edited by Liudmyla H. Mashtaler and Nurzhamal T. Oshanova, and Evidence Use in Policy and Practice, guest edited by Nadia Siddiqui, Stephen Gorard and Dylan Wiliam.

### **BERA Blog**

24. It has been another successful year for the Blog's editorial team – Gerry Czerniawski, Alison Fox and Rowena Passy. It is intended that the team will recruit at least one further member within 2022, once a new content management system has been brought in.

25. The supply of blog posts was, in 2021, significantly less 'lumpy' than it was in 2020, and enabled the team to manage an uncomfortably large backlog of submissions down to more sustainable levels.
26. Over the period October 2020–September 2021, 177 blog posts were published (3.40 per week on average) – down slightly on the previous year, during which it was often necessary to publish four blog posts per week to keep pace with submissions; the comparable numbers for October 2019–September 2020 were 194 blog posts (3.72 per week). However, this year's average remains higher than in previous years: 161 blog posts (3.08 per week) were published in the comparable period in 2018/19, and 124 blog posts (2.38 per week) in 2017/18.
27. The open-ended special issue 'Covid-19, education and educational research' was launched on 9 April 2020 and remains open to submissions that are explicitly Covid-related. At the time of writing (12 November 2021) it comprises 77 blog posts. Four further special issues have been published since the 2020 AGM.
  - a. Wellbeing and being outdoors  
<https://www.bera.ac.uk/blog-series/wellbeing-being-outdoors>
  - b. Embedding sustainability education in practice  
<https://www.bera.ac.uk/blog-series/embedding-sustainability-education-in-practice>
  - c. Uncharted terrain: Teaching and learning in higher education for times of uncertainty  
<https://www.bera.ac.uk/blog-series/uncharted-terrain-teaching-and-learning-in-higher-education-for-times-of-uncertainty>
  - d. Education, #BlackLivesMatter and racial justice in the UK and beyond  
<https://www.bera.ac.uk/blog-series/education-blacklivesmatter-and-racial-justice-in-the-uk-and-beyond>

A number of other special issues are currently in development. A special issue proposal form for Blog special issues has been implemented, and has worked well thus far.
28. The number of unique page views (UPVs) of articles on the BERA Blog (excluding the homepage) was 30.87% higher over the period 1 October 2020–30 September 2021 than the same period in 2019/20 (168,584 vs 128,818). This compares well to the more modest growth in evidence between 2019/20 and 2018/19 (14.38%, 128,818 vs 112,619), though less so when compared to that of earlier years (39.7% between 2017/18 and 2018/19, 79.9% between 2016/17 and 2017/18). UPVs remained relatively consistent throughout the year at between 15,000 and 20,000 per month, except during the summer lull in July and August 2021.
29. In the year 1 October 2019–30 September 2020, the BERA Blog reached readers in 214 of the c.239 countries/territories that Google Analytics reports on (this compares to 199 of those countries/territories during the previous year). The proportion of 'sessions' accounted for by UK-based readers decreased from 77.5% to 71.8%. This is positive in the overall context of growth in 'sessions'/'viewers' as it means that growth is significantly stronger in other countries/territories than in the UK, which demonstrates expanding international reach.
30. Particularly strong growth in sessions between 2019/20 and 2020/21 occurred in China (up 171.0%), the Philippines (up 217.4%) and Pakistan (161.2%), though growth was also substantial in the US, Canada, India and Hong Kong. As noted above, in future we intend to gather data on the geographical location of authors, allowing us to compare that with readership.
31. Two new issues of BERA Bites – downloadable PDF publications, composed of between 8 and 12 articles published across the lifespan of the Blog and intended primarily as teaching resources – were published in quick succession in February 2021:
  - a. *BERA Bites, issue 6: Researching education & mental health: From 'Where are we now?' to 'What next?'*, based on the Mental Health and Wellbeing SIG's blog special issue of the same name, and edited by Michelle Jayman, Jonathan Glazzard and Anthea Rose, convenors of BERA's Mental Health and Wellbeing SIG
  - b. *BERA Bites, issue 7: Exploring the impact of Covid-19: Pedagogy, curriculum & assessment*, using content generated as part of the Covid-19, education and education research special issue, edited by master's students and practitioners Elizabeth Edwards and Jo Goodman, with Alison Fox
32. Between 1 October 2020 and 30 September 2021 the Bites resources were downloaded 2,345 times.

## Research Intelligence

33. Upcoming special issues include:
  - a. A special report on *The State of Educational Research*
  - b. *Education for Environmental Sustainability*, guest edited by Lynda Dunlop and Elizabeth Rushton, building on their BERA Research Commission project, *A Manifesto for Education for Environmental Sustainability* recently published to tie in with the COP26.
  - c. *Pandemic, Protests, Recovery, Opportunities: Adaptations and advancements in educational research for teaching and learning*, guest edited by Marlon Moncrieffe.
34. RI's system of recruiting guest editors for each issue continues to be successful, and we welcome interested members to propose new special issues, to publish from August 2022, using the proposal form designed for that purpose.


## Other BERA publications

35. A new report arising from a presidential roundtable event held on December 2020 was published on 25 June: *The role of schools in the mental health of children & young people*, by Jane Hurry, Catherine Carroll, Chris Bonell and Jess Deighton.
36. The second report in this series will be based on the presidential roundtable held on 15 July, on 'The Role of Early Language Development and Social Mobility', and led by Iram Siraj.
37. Further presidential roundtable events, and reports arising from them, are planned but not publicly confirmed at the time of writing.
38. A follow-up to the *Baseline without basis* report from BERA's expert panel on assessment was published, with an online launch event, in July 2021. The event and report were entitled *High standards, not high stakes: An alternative to SATs that would transform England's testing and school accountability system in primary education and beyond*.
39. The first of a series of outputs from BERA's ongoing State of the Discipline project, a systematic scoping review of the literature, was published on 20 September: *Education: The State of the Discipline: A systematic scoping review of the literature on the structures & processes that influence research activities in the UK* (Boyle et al.). A paper based on this research was published in *Review of Education* the previous month (26 August 2021; Stentiford et al.).
40. A number of further outputs from the State of the Discipline project are planned to publish in 2022: an updated statistical 'observatory' (that is, an overview of key data on the education discipline), an investigation of *Equality and Diversity in University Education Departments*, and a survey of education researchers' perceptions of their work and identities in relation to education research in universities in the United Kingdom.
41. Fourteen reports arising from the 2020/21 Small Grants Fund reports (on Covid-19) were published between May and August 2021. Research reports by the five recipients of funding from the 2021/22 Small Grants Fund will be published in mid-2022.
42. Work is underway on two reports that BERA plans to publish by the end of 2021:
  - a. The final report of the BERA Research Commission 2019–2020, *Competing Discourses in Early Childhood Education and Care: Tensions, Impacts and Democratic Alternatives across the UK's four jurisdictions*, by lead authors Jan Georgeson, Guy Roberts Holmes and Verity Campbell-Barr
  - b. *Sharing the Ambition*, by Charlotte Bows, an investigation of parental perceptions of the atmosphere, approach and actions of early years education in Scotland supported by a British Curriculum Forum (BCF) Curriculum Investigation Grant (CIG).
43. A further report from a BCF Curriculum Investigation Grant-funded project will be forthcoming in early 2022. Four winners of the BCF Curriculum Investigation Grant will also publish research reports by year-end 2022.
44. Work has begun on the series of 'short, research informed yet accessible introductions to key, interdisciplinary topics impacting education research and practice' to be published by Emerald Publishing in collaboration with BERA, the proposal having been approved at our last meeting. A full update will be presented in this meeting.

## In closing...

45. I would like to thank the members of the Committee, our Journal Editors and the Publications Manager for their hard work in support of BERA's mission to maintain a high standard of educational research through our publications.



<b>Paper: Engagement Committee Report 2020 - 2021</b>		 <b>BERA</b> <small>BRITISH EDUCATIONAL RESEARCH ASSOCIATION</small>
<b>Author:</b> <a href="#">Gerry Czerniawski</a>	<b>Date:</b> 9 <sup>th</sup> December 2021	<b>Ref:</b> AGM-2020-05
<b>Summary:</b> This report outlines BERA Engagement Committee's activities in the period since the previous AGM.		

## Membership and meetings

1. The committee has met three times since the previous AGM (23<sup>rd</sup> March, 2021, 16<sup>th</sup> June 2021 and 3<sup>rd</sup> November) to discuss membership and engagement business. I chaired these meetings and also attended all Leadership Committee and Council meetings throughout the year. These meetings have focused on a variety of issues including the improving the membership offer and reviewing concessionary categories; equality and diversity; the four nations; BERA's international strategy; the operation of the SIGs, including the SIG review; and the range of existing and potential BERA Awards, amongst other issues.
2. My thanks to all who have served on (and/or supported) these meetings including Ruth Boyask, Oliver Hooper, Kevin Smith, Marlon Moncrieffe, Jan Georgeson and Carmel Capewell, and the support from the professional office from Sarah Fleming, Marie Blythe, Nick Johnson, Dior Webb, Mette Nielson, Patrick Rafferty and David Chatterjee. I would particularly like to thank Ruth Boyask and Kevin Smith for their time serving the committee which has come to an end, and I would also like to formally welcome Ming Cheng, Leanne Henderson, Seanna Sweeny and Melissa Jogie as new members of this committee.
3. The committee continues to work closely with BERA office staff and acknowledges the impact of staff in terms of new membership, retention and award/grant participation. This impact is particularly significant when acknowledging the work involved by both this committee and BERA staff during the pandemic.
4. After a difficult 2020, there were concerns that membership would be adversely impacted by Covid-19. However, the opposite has been the case. Despite the impact of Covid-19 as of 1<sup>st</sup> September, we have 2717 members, as well as record levels of income, currently almost £195,000. I would like to thank Sarah Fleming and the BERA Events team for their hard work in driving this. The virtual event recordings as a member resource have proved very popular and add to the member offering.
5. The main drivers behind this rise in membership are an increase in student and teacher members. Student members now form 26.6% of our membership, with 23.1% of it consisting of Teacher members, particularly impressive given the teacher member rate was only introduced in 2019. This does pose us other membership questions, particularly surrounding why the full membership numbers have levelled off and areas for potential member growth which should be targeted in the next strategic plan. A detailed membership data review was discussed at the meeting and some of this data features on today's agenda. It should be noted that 37% of all members are first-time members. Member retention will be crucial to any growth. Membership has increased 41% in Wales and 17% in Scotland.
6. The committee are planning the introduction of a 'BERA Mentoring Scheme', stemming from the actions in the Race Equality Policy. Ideas have been discussed and these will be tightened and brought to the Autumn meeting. We must be aware of the capacity of any mentor, and we are hoping to encompass diversity in all its forms. It is hoped any mentor scheme would assist in removing blockages and opportunities which academics have not had in their own institution due to institutional bias and traditional metrics of experience and standing within the field.

## Awards and Fellowships

7. The committee continue to oversee the large array of BERA awards reviewing the procedures and criteria against BERA's strategic aims. The awards offering will be discussed in greater depth following the implementation of the updated BERA Strategic Plan. The College of Reviewers has alleviated some of the judging pressures on the committee and it was discussed the role they should have in peer reviewing BERA's outputs.
8. After the withdrawal of the 'Event Funding Scheme', the funding for this has been reconstituted into a 'Career Development Fellowship'. This fellowship will support ECRs in the first three years following the completion of their doctorate, focusing in particular on those

who are insecurely and precariously employed. The ECR Network will offer two awards per year – each to the value of £2,000 – which will be tenable for a period of 12-24 months. Applicants will be able to request financial support for a variety of development opportunities/activities and will also be appointed a mentor, a designated member of BERA Council. Applicants will be required to provide a breakdown as to how the funding available will be used and a justification as to why the funding is being sought, and how it will impact on their career development.

9. The 2021 [BERA Masters Dissertation](#) and [Doctoral Thesis](#) award winners have been announced, with 21 and 44 applicants respectively.
10. The [BERA Undergraduate Award](#) has been launched and awarded. This was open for non-members, awarding £250 and BERA membership.
11. The decision was made at the March meeting to re-launch the BERA Doctoral Fellowship in the Autumn of 2021 and is open for applications until early January. The fellowship will be open to both EdD and PhD applicants and is an award of £5,000 for three years, to be used for either fees or living costs. The current recipient, Sharon Smith is progressing well and providing regular updates, recently presenting at an ECR Network event. GC will be recording a podcast with Sharon, and this will be used for promotion.
12. The proposed BERA Student Research Award has been delayed due to the other issues currently surrounding schools caused by Covid-19. This award will be open to all schools and, ideally, separated for both primary and secondary pupils, the practicalities of the award need to be determined and this award will not launch until at least academic year 2022-2023. This award was agreed at Engagement Committee, with details requiring finalisation to ensure it directly benefits those which it intends to do so and isn't only open to a certain few schools.

### **Special Interest Groups (SIGs)**

13. Engagement committee acknowledges the hard work of SIG convenors, their activities and the importance of the relation of these activities to BERA membership engagement. The virtual events and digital resources have been very well received and the SIG forum meetings received praise for their inclusivity and dynamism. The online SIG Forum meetings are much more inclusive and well-attended than those held in person. A SIG Away Day will be held in the opening months of 2022, this will highlight the new Strategic Plan and how the SIGs will be involved in its implementation.
14. As part of the updated Strategic Plan, the SIG convenor guidance, SIG annual reports, and event proposal form, will be redrafted.
15. The most recent ECR Network update which was presented to Engagement Committee follows next in this report and I would like to thank Oliver Hooper and all the ECR Network convenors and representatives for the amazing work they are doing in developing this forum.

**ECR Network (this part of the report i.e. points 16-21 written by ECR Network convenor Oliver Hooper). Please note the awards update is covered elsewhere in this report.**

#### *Convenor and Regional Rep Team*

16. The ECR Network has now appointed a Regional Rep for Wales – following Gihan Ismail's appointment as a convenor – with Yan Zhu taking up this post. [See: <https://tinyurl.com/y2hqv26k> for further details on Convenor and Regional Rep team].

#### *Events*

17. The ECR Network's symposia series for 2021 is continuing to take place. The theme of this year's symposia series is: 'Overcoming Challenges in the Research Process', with the series being held entirely virtually for the first time (see: <https://tinyurl.com/4e7dnvzw>). The symposia are continuing to attract a good number of delegates and have been well received.
18. The ECR Network have partnered with the Chinese Educational Research Association (CERA) to organise a webinar series on 'Academic Publishing' (see: <https://tinyurl.com/3sbr89v6>).
19. The ECR Network will be hosting two 'themed' sessions at the BERA Annual Conference 2021, with one due to be targeted at doctoral students and one at those in the postdoctoral

phase – with details for these sessions currently being confirmed. The ECR Network will also host a social event during the conference.

### *Publications and Podcasts*

20. The ECR Network continues with its routine feature in *Research Intelligence* with the forthcoming issue providing an account – written by Helen Foster-Collins (Regional Rep for the South of England) – of one of the symposia recently held as part of the ECR Network's 2021 symposia series.
21. The ECR Network have made several contributions to the BERA Podcast under the 'BERA ECR Network Presents...' handle, including one on 'Writing for Publications' and two on 'Peer-Reviewing Practice' (see: <https://tinyurl.com/fhdz4pd2>). Further podcasts are planned around 'Research Methodologies and Methods' as well as a themed series exploring different ECRs' experiences of the doctoral and postdoctoral phases and how they navigated these.

### **Equality and Diversity**

22. The committee acknowledges that we must acknowledge the nature of racial and ethnic discrimination and bias within BERA and be proactive to address these issues. We know particularly that our smaller SIG events are often not diverse enough. We are committed to doing more and addressing our failings
23. As part of our efforts to improve diversity, we ask all BERA members who haven't already done so to fill in their member profiles on our website, to allow us to better monitor and act on issues of diversity.
24. The committee acknowledges that, in relation to Equality & Diversity, inherent bias in the Higher Education system presents a wider challenge, with seniority, longevity, and publications opportunities limited in the sector for certain groups, leading to limited opportunities in senior BERA positions. In light the above – the committee is reviewing all its current processes to address the lack of diversity identified.

### **Four nations and international engagement**

25. The committee continues to acknowledge that while membership engagement across the four nations exists this membership is still too 'England dominant'. Member numbers across all four nations have increased, with Wales showing the biggest growth since 2020 (144 members v 111). This is testament to our efforts in this region.
26. International membership is broadly in line with previous years, this is a potential area for growth which will be reviewed.
27. BERA has been accepted back into World Educational Research Association (WERA) and Gihan Ismail, ECR Network convenor has been appointed as the WERA/ ECR representative.

### **British Curriculum Forum**

28. The 'Curriculum for Sustainable Development' event was attended by 150 delegates (speakers: Richard Greenwood, Jacquie Ayre, Amy Mulvenna, Rahul Karavadra and Elena Lengthorn). The level of support from Dior and Mette was exemplary.
29. Further events are being planned and the March 24<sup>th</sup>, 2022, event *Spotlight on SEND: Curriculum Design and Practice* is about to be marketed.
30. An event is planned for November 2022, focussed on 'Language Education and curriculum policy'. This, like all BCF events, will bring together practitioners, academics and policy makers.
31. The BCF Curriculum Investigation grant recipients are undertaking the work and unfortunately, one of these award winners was unable to complete the work due to the situation in their school. They had not commenced the work by February 2021 and therefore have returned the full grant to BERA.
32. The BCF agreed to run a one-off grant this year to use these funds, and we made two awards. The theme of these is '[Race, Diversity and the Curriculum](#)'.
33. In relation to the 50<sup>th</sup> Anniversary planning, the BCF has suggested a publication on fifty 'think' pieces on the curriculum. The steering group are compiling the list of potential authors.

<b>Paper: Conference &amp; Events Committee Report 2020 - 2021</b>		 <b>BERA</b> BRITISH EDUCATIONAL RESEARCH ASSOCIATION
<b>Author: <a href="#">Mhairi C Beaton</a></b>	<b>Date: 9<sup>th</sup> December 2021</b>	<b>Ref: AGM-2021-06</b>
<b>Summary:</b> This report outlines BERA Conference & Events Committee's activities in the period since the previous AGM.		

## BERA Annual Conference 2021

1. Taking into consideration the safety of our delegates amidst the ongoing uncertainty of the pandemic, the BERA Annual Conference 2021 took place in a digital format between the 13<sup>th</sup> and 16<sup>th</sup> of September. Hosting the annual conference online was a new venture for BERA but the organisation was able to build on the experience gained delivering the events programme online during the pandemic.
2. Keynote addresses at the 2021 conference were delivered by Kary Vigurs, Iram Siraj, Becky Francis and Vanita Sundaram. Our thanks to all our keynote speakers for their stimulating presentations.
3. In total, 916 delegates registered for the conference.
4. CEC are in the process of considering lessons learnt arising from the evaluation survey created to gather feedback from delegates on their experience at conference. Initial analysis highlights the importance delegates place on networking opportunities at the Annual Conference. Additionally, analysis of viewership of and engagement with all sessions indicated that those symposia and hot topic sessions which were interdisciplinary in nature received the highest number of attendee viewings.
5. We are very grateful to all attendees who participated in the Annual Conference this year and particularly grateful to Dior Webb, Mette Nielson and the rest of the BERA office staff for their hard work throughout the year in preparing for and running the conference.

## BERA Events

6. An ambitious series of online BERA events has taken place during 2021. Our thanks to all those presenters who have participated.
7. The online events have been well received and well attended with a cumulative total of over 5000 event registrations having taken place up to and including October 2021. It has been noted that running events online permits many more members and non-members to attend the actual event or engage with the session later at a time convenient to them. The number of members viewing recordings post-event is almost as many as those who have attended the event.
8. The events programme now includes dedicated SIG meetings taking place virtually throughout the year permitting many more members to attend. This development permits the activity of each SIG to be planned in cooperation with a wider number of members rather than only those attending conference.
9. Thanks are extended to the BERA office team for their hard work in setting up and running the BERA online events offering, particularly due to the labour-intensive nature of running them.
10. The list of upcoming BERA events can be found here:  
<https://www.bera.ac.uk/events/upcoming-events>

## Future BERA Annual Conferences

11. BERA Annual Conference is scheduled to take place in Liverpool between the 6<sup>th</sup> and 8<sup>th</sup> of September, 2022 - <https://www.bera.ac.uk/conference/bera-conference-2022>
12. Abstract submission for the 2022 Annual Conference opened immediately following the end of the previous conference and planning for the event is well underway. Although BERA are planning for an in-person event at Liverpool, BERA will continue to follow UK government guidance issued to address COVID-19 prevalence should there be any concerns related to the safety of delegates.
13. We are delighted to welcome our three keynote speakers to the 2022 Annual Conference including David Olusoga, Linda Tuhiwai Smith and Vivienne Baumfield (Presidential Address).

## Special Interest Groups

14. We are delighted to see the vibrancy of our Special Interest Groups (SIG) and the activity they undertake under the auspices of BERA throughout the academic year. We would like to publicly thank all SIG Convenors for their ongoing commitment to the work of BERA as an organisation and willingness to work collaboratively with BERA office staff.

## Conference and Events Committee

15. As BERA Council continue to consider the implications of the BERA Strategic Plan 2021-25, Conference and Events Committee have continued to consider how the BERA events programme including the Annual Conference might continue to contribute to the strategic objectives of the organisation. All decisions made by CEC are guided by the agreed principles of the importance of networking and engagement, financial viability, inclusivity, sustainability and knowledge generation. We welcome comments and suggestions from the membership on how this might be done most effectively.
16. Finally, I would like to thank all members of the CEC for their support, guidance and hard work on behalf of BERA. I would also like to thank all those who review abstracts, applications and proposals that ultimately are part of the business of the CEC. Without all this hard work the BERA events programme would not be the success that it is.

**Table 2: Events**

Date	Event	SIG	Number of Delegates
14.01.21	SIG Forum meeting	Mental Health, Wellbeing and Education	38
27.01.21	BERA ECR Network Symposium Series 2021: Overcoming challenges - January	Early Career Researcher Network	19
28.01.21	SIG Forum meeting	Teacher Education and Development	47
29.01.21	Critical Conversations on Race in Scotland and SIG Meeting	Race, Ethnicity and Education	65
04.02.21	BERA ECR Network Symposium Series 2021: Overcoming challenges - February	Early Career Researcher Network	19
10.02.21	SIG Forum meeting	Research Methodology in Education	57
12.02.21	Book Launch: Social theory and the politics of higher education: critical perspectives on institutional research	Social Theory and Education	44
17.02.21	Educational Leadership SIG Annual Meeting	Educational Leadership	29
18.02.21	Stay calm and e-educate: Technology, education and mental wellbeing	Mental Health, Wellbeing and Education	86
22.02.21	Achieving Impact in Education Research	BERA Event	120
23.02.21	Inclusive Education SIG Annual Meeting	BERA / CCEAM Event	25
25.02.21	Potentialities in health and physical education: professional boundaries and change agendas	BERA Event	77
26.02.21	SIG Forum meeting	Nature, Outdoor Learning and Play	24

02.03.21	Curriculum, Assessment and Pedagogy SIG Annual Meeting 2021	Curriculum, Assessment and Pedagogy	32
03.03.21	SIG Forum meeting	Educational Effectiveness and Improvement	16
08.03.21	SIG Forum meeting	Practitioner Research	51
10.03.21	BERA ECR Network Symposium Series 2021: Overcoming challenges - March	Early Career Researcher Network	28
16.03.21	SIG Forum meeting	Philosophy of Education	18
18.03.21	Building a Curriculum for a Sustainable Future	British Curriculum Forum	150
19.03.21	Beyond 'Panic and Crisis Schooling': Aiming for 'Deep' Learning in Remote and Hybrid Environments	Educational Technology	49
24.03.21	Inclusion for all: the power of pupil voice for learners with SEND	Inclusive Education	83
26.03.21	SIG Annual Meeting - Educational Technology	Educational Technology	23
14.04.21	Contemporary curriculum debates in Early Childhood Education and Care	Early Childhood Education and Care	50
16.04.21	Literacy and Language SIG Annual Meeting	Literacy and Language	17
19.04.21	BERA ECR Network Symposium Series 2021: Overcoming challenges in educational research – April	Early Career Researcher Network	34
21.04.21	Contemporary curriculum debates in Early Childhood Education and Care	Early Childhood Education and Care	47
27.04.21	Post Pandemic Leadership	Educational Leadership	71
28.04.21	Contemporary curriculum debates in Early Childhood Education and Care – 3	Early Childhood Education and Care	51
29.04.21	Sexualities and Gender SIG Annual Meeting	Sexualities and Gender	73
30.04.21	BERA-CERA Academic Publishing Webinar Series 2021 – 1	Early Career Researcher Network & CERA	182
05.05.21	Top Tips and Triggers – Learning from Head Teachers and Senior Leadership Teams who have research active schools	Research Methodology in Education	59
11.05.21	Policy Options & Consequences: Education System Design - perspectives from across the UK	Educational Research and Educational Policy-Making	84
17.05.21	Leadership in schools during the pandemic	Teacher Education and Development	49
19.05.21	Annual Prevent and Extremism webinar - Religion, Values and Education	Religions, Values and Education	33
21.05.21	SIG Forum Meeting - Independent Researchers' Forum	Independent Researchers Forum	28
26.05.21	BERA ECR Network Symposium Series 2021: Overcoming challenges – May	Early Career Researcher Network	32

02-03.06.21	Writing Retreat	Socio-Cultural and Cultural-Historical Activity Theory & Independent Researchers' Forum	19
04.06.21	BERA-CERA Academic Publishing Webinar Series 2021 – 2	Early Career Researcher Network & CERA	91
09.06.21	Great Mistakes in Education Policy: And how to avoid them in the future	Educational Research and Educational Policy-Making	96
15.06.21	Small schools, big issue? Exploring the future for small schools in rural and coastal England	Educational Effectiveness and Improvement	109
22.06.21	Creativity in 21st Century Education: Where, how and what next?	Creativities in Education	110
24.06.21	BERA ECR Network Symposium Series 2021: Overcoming challenges in educational research – June	Early Career Researcher Network	26
30.06.21	Book seminar – Exploring Teacher Recruitment and Retention: contextual challenges from international perspectives	Educational Research and Educational Policy-Making & Educational Effectiveness and Improvement	49
15.07.21	President Roundtable Seminar Series: The Role of Early Language Development and Social Mobility	BERA Event	103
16.07.21	Sensory Histories and Sensory Pedagogies	History	24
19.07.21	High standards, not high stakes: An alternative to SATs that would transform England's testing and school accountability system in primary education and beyond	BERA Event	170
23.07.21	Arts Based Educational Research SIG Annual Meeting	Arts Based Educational Research	26
20.09.21	Alternative Education SIG Annual Meeting	Alternative Education	20
22.09.21	BERA ECR Network Symposium Series 2021: Overcoming challenges in educational research – September	Early Career Researcher Network	38
28.09.21	Knowledge and expertise in vocational education and training	Post-compulsory and Lifelong Learning	62
08.10.21	BERA-CERA Academic Publishing Webinar Series 2021 – 3	Early Career Researcher Network & CERA	102
13.10.21	BERA ECR Network Symposium Series 2021: Overcoming challenges in educational research – October	Early Career Researcher Network	21
14.10.21	SIG Forum meeting – Philosophy of Education	Philosophy of Education	20

21.10.21	Emotions and Moral Learning in Early Childhood Education	Philosophy of Education & Early Childhood Education and Care	43
22.10.21	Transforming Childhoods' Relationships: A Collage of Experience	Children and Childhoods	67
01.11.21	A Manifesto for Education for Environmental Sustainability: Launch	BERA Event	273
03.11.21	BERA ECR Network Symposium Series 2021: Overcoming challenges in educational research – November	Early Career Researcher Network	19
12.11.21	Practitioner Research Highlights at Twilight	Practitioner Research	26



**Summary:**

This report is an update on the activity of the Chief Executive, and the BERA Office, in the period since the previous AGM. We would also like to take this to thank our academic volunteers for all their efforts. In particular, our committee chairs and office holders who give their time generously and contribute so much to BERA's success.

## Introduction

1. As ever, much of the work that BERA has undertaken in the past year is covered in the other reports here. Throughout 2020/21, the Office played its role in the support of the work of the President, Council and committees to deliver the operational and professional aspects of BERA's activities. The volume and standard of work undertaken by BERA that is detailed elsewhere is testament to the combined efforts of academic volunteers and the professional office and continued success depends upon both as well as the strength of the relationship between the two.
2. As with 2020, much of this year has been dramatically impact by Covid-19 and the ongoing uncertainty about working patterns and activities. Office staff have continued to largely work remotely and while we have begun to have in-person committee meetings during autumn 2021, the vast majority of our events and activities have remained online throughout the year, including the annual conference in September.
3. I would like to thank all colleagues for the way they have adapted to the circumstances and found creative and innovative ways to change BERA's online offering – from our successful online events programme, through our podcasts, transferring all our governance meetings online to offering the Blog as a platform for authors to details the challenges and responses to the pandemic.

## Strategic Plan

4. This meeting sees the publication of BERA's new strategic plan for the period up to 2026. This plan was agreed at Council in September 2021 following a 12-month process involving all our committees.
5. The plan is ambitious but also considers previous achievements and current resources. It will be supported by a detailed business plan currently being developed between the professional office and the committees.
6. The aim is to present the organisational priorities for the medium-term and to align our work accordingly.

## Projects and other work

7. A major focus of our work has been the State of the Discipline project which forms a core part of BERA's strategic plan. The reports from each stage of the initiative are viewed as key to informing decision-making processes within BERA and beyond. The ultimate purpose of this project is to equip those interested in the development of education with the most objective and powerful information on which to base their advocacy for education. The first part of this project was the tender for a review of literature which was designed to review the research around existing published evidence on the structures and processes – both formal and informal – that influence research activities in the UK. [The final report from the research team has now been published.](#)
8. The next stages involve three linked pieces of work – a survey of education researchers' perceptions of their work and identities in relation to education research in universities; research to gain a more detailed understanding of the profile of academic staff working in the UK in the discipline of education, with particular regard to equality and diversity considerations and then an updating of the BERA Observatory first published in 2014. We are in the process of commissioning the first two of these following a competitive tender process and the final one will be revisited after the announcement of the REF outcomes in 2022.
9. BERA's expert panel on assessment published their final report in July – [High Standards, Not High Stakes: An Alternative to SATs That Would Transform England's Testing & School Accountability System in Primary Education & Beyond](#) – that offers a transformative proposal to replace England's current high-stakes testing system in primary schools with assessment based

on a national sample of pupils. As well as eliminating the damaging impacts of the current system, this new proposal would provide a richer set of data to support school improvement activities that are rooted in research and can be tailored to local contexts and challenges. This was published alongside a well-attended launch event.

10. The team behind the [2021 Research Commission 'Education for environmental sustainability' \(EfES\)](#) delivered a fantastic amount of work throughout the year. They completed five participative and inclusive online workshops involving at least 100 youth (16-18 years) and 30 teachers, drawn from across the four nations. These resulted in a guide for secondary schools on the preliminary findings of their research, a summary findings policy brief of their first workshop, and a community guide based on the preliminary findings of their work. These were released between June-August.
11. The final manifesto, co-authored by participants was launched on 1st November 2021 to coincide with COP26, the UN climate change conference. The manifesto – the first of its kind for the UK – and accompanying technical report presents evidence (in the form of documenting stakeholder perspectives) to inform action in policymaking, practice and research. The manifesto was launched at a very well attended online event.
12. Our online events continue to be a significant success. Throughout the 2020/21 academic year we hosted over 60 events which saw over 2500 delegates attend 'live'. A further 2400 have watched the recordings of these events afterwards.
13. The annual conference is covered elsewhere but to attract so many delegates and have so many hours of live content was a huge undertaking. Combining the conference and our events, we have hosted almost 300 hours of live events in the past 15 months.
14. The new digital resources page on the BERA website has proved a very strong member offering and contains recordings of the virtual events and podcasts. The BERA podcast is also available on all major podcast networks and has passed 1000 downloads. Our website has now seen 15-20% growth in engagement for each of the last four years and passed 1 million views in the last year.

### **Awards and funding**

15. I was delighted that Council agreed to make the small grants fund an annual award available to members, following the success of our Covid-19 programme in 2020.
16. This year, we agreed to support projects looking at issues of race and ethnicity in education and given our strong financial performance were able to make four awards – these are detailed on our website - <https://www.bera.ac.uk/news/bera-funds-over-40000-of-research-on-race-and-ethnicity>
17. We published the 14 reports from the 2020/21 round of funding and they can be found in the collection here - <https://www.bera.ac.uk/publication-series/education-covid-19-bera-small-grants-fund-research> . The successful bids also have submitted a range of Blogs during the time of their project, and some have contributed to the BERA podcast.
18. We were also able to release additional Curriculum Investigation Grants announced at the same time with the focus on 'Race, Diversity and the Curriculum'.
19. Following discussions with the ECR Network, a '[Career Development Fellowship](#)' has been launched.
20. During the year we also launched the first [BERA Undergraduate Award](#) and we are in the final stages of developing an award for school pupils to launch in 2022.
21. With all of this, we are close to making a contribution to the discipline of over £100,000 per annum with findings and awards.

### **Equality and Diversity**

22. Following last year's work, Council agreed our [ambitious policy and action plan for addressing racial inequities](#) within the Association and within the wider research community in January. It also redoubled our commitment to bringing BERA's resources and expertise to bear on wider issues of inequality and discrimination in education and society.
23. A key aspect of the release of this policy was the importance to recognise the need to measure the success of this policy and its associated action plan, and to adjust and develop it accordingly. An update to this meeting was part of our commitment to monitoring the progress of that action. I am pleased to say that we have made real progress in some areas and there is much to do in others – the full results are published elsewhere in the papers.
24. In response to the publication of the Sewell report in April, I wrote a [blog on the issues](#) raised by the report which went through the usual editorial processes before being approved and published.

## External representation

25. I continue to attend AcSS meetings, and I also sit on their Open Access working group. We responded to the latest UKRI consultation earlier this year – that response can be found [here](#) - and are now expecting the UKRI policy on open access to be published in summer 2021. Current soundings are that it will not be positive news on some of the aspects on which we have lobbied but conversations and lobbying is continuing before the policy is finalised. A smaller group of learned society CEOs have continued to meet outside those structures to discuss our evolving responses to the Covid situation. We are sharing notes on how we are managing the situation as well as practical advice and experiences when it comes to things such as online conference platforms and membership retention rates.
26. We were welcomed back into the World Educational Research Association (WERA) at the start of 2021 following the work undertaken in 2020 and are now planning the second series of online writing workshops in association with WERA. These ones are for researchers in Ghana having done the first series in Russia. We are also having preliminary discussions about hosting a WERA focal meeting at a future BERA conference.

## Open Access

27. The UKRI policy was finally published on 6<sup>th</sup> August 2021. As feared the overall policy is in line with Plan S and has ignored some of the key points that were raised during the consultation period. It is being implemented for all in scope articles submitted for publication from April 2022. From this point, all articles that have direct funding from UKRI will need to have immediate OA publication either in hybrid journals (that are under transformative agreements such as ours) or in full-OA journals (where an APC most likely applies to support OA publication) or via the immediate green route.
28. On the issue of who will fund this change, UKRI will provide a block grant that is about double the previous grant which will cover direct APCs or notional APCs (i.e., transformative deals / read and publish type deals); these funds may be used for hybrid journals only if the journal is part of a transformative deal. In other words, APCs are only supported for full-OA journals or those offering transformative routes. We do not yet have the full details on what UKRI will deem compliant in the way of Transformative Journals in the long-term.
29. The further threat here is that if the UKRI policy is rolled out to REF eligibility, this would be very damaging. However, the REF itself is likely to be subject to a review after the current exercise and there will be further consultation opportunities.
30. The concerns that BERA has long expressed are maintained in the new policy. The lack of funding for articles creates a significant disconnect between those who are affected by policy like UKRI and those who are affected by the transformative agreements. An HSS journal may have a very small number of authors affected by policy, but a majority of authors may have OA available through a transformative agreement. Transformative agreements that may work at publisher level, don't necessarily create a sustainable model at society or journal level. A publisher portfolio will see growth in some areas to balance out reductions in others, but for any specific society portfolio or for any specific journal, there is not enough breadth to absorb the reductions.
31. Whilst the increase in the block grant is to be welcomed, we remain concerned that there is insufficient funding in the system to allow for publication. As a charity, BERA reinvests any income from our publishing in our charitable activities and remain concerned that an under-funded transition to OA would imperil the range of those which would limit the support we can provide the research community.
32. We also remain concerned that the new policy might severely limit the routes to publication for educational researchers, particularly disadvantaging ECRs, school-based researchers and those from low- and medium-income countries. The fact that the corresponding author is the one to whom funding is attached might well lead to authors needing to "game" the system and have the corresponding author as one with funding sources.

## BERA Office Update

33. We have had a disrupted year as far as staffing is concerned. Marie Blythe began her maternity leave in March 2020. Her duties are being covered by an internal promotion for Dior Webb who

led on delivering the 2021 conference and by an additional role filled by Mette Nielsen since March. Mette is on a fixed-term contract until April 2022. Both continue to work well together in delivering on our events programme.

34. Sarah Fleming began her maternity leave in July, and we recruited Patrick Rafferty on a fixed-term contract to cover for her role. He began in July and is working well. Sarah is doing regular KIT days.
35. We are still carrying the vacancy of the Finance and Admin Officer pending the outcome of other situations.
36. The office continues to support the secretariat side of BERA's work and takes care of company management activities – filing annual returns to the Charity Commission and Companies House, maintaining accounts ready for audit and ensuring BERA complies with all legal and charitable obligations. In addition to the core staffing team, we are well supported by Kaya Taylor as our in-house accountant on a part-time basis.
37. We have continued to make progress in establishing BERA as its own employer. A large set of policies and procedures have now been agreed by Council and/or Finance and Operations committee and we hope to bring a final set (including remuneration, pensions and parental leave) to Council in January 2022. In all of this we are being supported by an HR consultant. Having this ability to recruit our own staff has already been invaluable in that we have been able to cover the maternity leave vacancies in a far more timely and efficient manner than we could if we had to recruit via UCL.
38. Once the full set of policies has been agreed, we will begin conversations about the potential transfer of existing staff on UCL contracts to working directly for BERA.

## **Governance**

39. We attracted another excellent field of candidates for Council this year and following the election of Sally Power and Yuwei Xu, we also co-opted Paul Miller. All three began their terms this autumn and will serve until 2025. Marlon Moncrieffe was also co-opted for a second term. Mhairi Beaton was also re-elected as Chair of Conference and Events committee.
40. For our committee roles, we tried a new approach to ensure a more transparent and equitable recruitment process. We held an open call to the membership and then Leadership Committee and myself undertook a shortlisting process. I then interviewed all shortlisted candidates (10 applications) throughout August and September exploring their interest in and understanding of the role as well as the background and skills they would bring. Following that, I made a set of recommendations to Leadership Committee, considering committee requirements and feedback from the Chairs. It was heartening to see such enthusiasm to be part of BERA's governance from amongst the membership.
41. Vivienne Baumfield assumed the position of Vice-President in September 2020 and Dominic Wyse is now into his third year as BERA President following the decision at last year's AGM to extend his term due to the disruption caused by the pandemic.
42. I have already thanked colleagues in the office and would like to take this opportunity to thank our academic volunteers for all their efforts. In particular, our committee chairs and office holders who give their time generously and contribute so much to BERA's success.

## **Management and Finances**

43. As outlined in the Treasurer's report, the financial picture presented in the 2020 accounts continues to be a very healthy one. We have returned a positive surplus on the year which is being reinvested in some infrastructure and on an expanded range of bursaries and funding opportunities for members.
44. Our financial picture is a very unsettled one with the combined impact of the pandemic, open access and the changing nature of our relationship with UCL IOE. While we work to mitigate and manage the risks associated with all these factors, some are more within our control than others. Therefore, while we remain in a strong and robust financial position, the immediate future is likely to be volatile.
45. I have continued to meet Simon Buller, IOE Head of Operations, to discuss a MoU following their agreement to waive any outstanding financial commitments. As part of this, we were able to agree a moratorium of any rental payments as well as the cancellation of any rent owed in recent years. This has made a significant difference to our financial outturn; these arrangements are currently

agreed until at least January 2022. He was keen to begin discussion about a longer-term partnership which would involve reduced rental charges on an ongoing basis.

46. In these discussions, UCL IOE have indicated that BERA-employed staff could be granted 'visitor' status while working in UCL premises which would give easy access to the buildings as well and ensure they were covered by health & safety and other insurance. This might also enable ongoing library access and potentially access to some training and discounts.
47. One difficulty that has arisen in the back-end of the year is that we have discovered that UCL are "commandeering" 9-11 Endsleigh Gardens for redevelopment and locating of UCL staff. This also came as surprise to the IOE. The latest news we have is that work will likely commence at during the first half of 2022 and IOE have made a commitment to find us alternative accommodation at that point, but we do not yet know what that will look like.

**Summary:**

This report formally covers the past financial year, ending 31 December 2020 and includes an update from the business of the Finance & Operations Committee.

1. This is my sixth annual report as BERA treasurer. I am pleased to be able to present the Association with a healthy set of annual accounts for 2020 (provided separately), showing BERA to be in a strong financial situation and not having been too adversely affected by the global Covid-19 pandemic. As I said in my report last year, the global Covid-19 pandemic still had significant implications and ramifications for the association, including the professional office staff working at home from March 2020 onwards, all governance meetings being held online for over one year, the cancellation of the 2020 BERA annual conference and the decision to make the 2021 conference an online one.
2. The 2020 accounts show a surplus net movement in funds for the year end of £342,205, which is broadly similar to the net surplus of £348,508 in 2019. This means that we had a total fund balance of £2,201,882 as at 31 December 2020, compared to £1,859,677 at 31 December 2019, i.e. a net increase of £348,205 (15.5%). We continue to maintain healthy reserves, which have risen above £2M for the first time and they are split between a substantial sum invested within a managed investment fund and cash that is held in relatively quick access accounts.
3. For many years we have operated with a policy of being able to ensure that a year's operating costs are covered by our reserves and a ratio of 1:1 between turnover and reserves has been an important benchmark for the association. The direction of travel means that we are currently well in excess of this ratio, and for several years we have had considerably more reserves than one year's annual turnover. The 2020 balance sheet shows that our net assets were £2,201,882, which is actually a ratio of 3.7:1, when set alongside annual expenditure of £601,477 and is up from 1.8:1 in 2019 and 1.5:1 in 2018. However, what one must note is that 2020 was an atypical year for BERA and expenditure was much lower than it was in the years immediately preceding the Covid-19 pandemic. This was mainly because the association was not able to do all of the things it had planned in 2020, due to periods of extended government lockdowns. If we compare the net assets in 2020 with the expenditure in 2019, of £1,013,706, the ratio would be 2.2:1. In acknowledgement that we had moved significantly above a ratio of 1:1, the Finance and Operations Committee took the decision in its April 2021 meeting to set a target range for the preferred ratio to be between 1:1 and 1.4:1. Our level of reserves means that the association is operating on a very secure financial footing, but I will continue to monitor the ratio closely, as we already know that the Covid-19 pandemic had a negative impact on our turnover in 2020, with both income and expenditure down for the full year.
4. As I have said in previous annual reports to the AGM, the association is not minded to generate excessive funds in reserve if we have no immediate or mid-term need for them. What is important is that we have sufficient reserves for short-term crisis management, which will include our response to any further challenges resulting from the Covid-19 pandemic and any potentially adverse impact on our income from publications that we might experience from open access. BERA remains in a secure financial position where it can continue to plan for new ventures enabling us to provide a broad offer to our members, but we remain in an uncertain period in our history and we will continue to monitor the impact that the Covid-19 pandemic might have on our organisation and its finances.
5. Two years ago I reported that BERA took practical steps to mitigate two significant short-term financial risks to the organization. On the advice of our auditors we ring-fenced funds to cover: (i) the unresolved nature of the relationship with UCL-IOE (£125,000); and (ii) the ongoing changes to open access publishing mandates (£380,000). At the time of writing BERA is exploring the possibility of becoming its own employer and the outcome of this project should lead to the relationship with UCL-IOE being resolved to everyone's satisfaction. I hope to be able to report on the conclusion of that project in my 2022 report to the AGM. However, the threat from open access to our publishing income remains a very real one and this will be closely monitored by the

association, and wherever necessary the appropriate adjustments will be made to our annual budgets and spending plans.

6. BERA is committed to act as a responsible employer of the staff in its professional office, with appropriate concern for the health and well-being of our employees. In my role as Chair of the Finance and Operations Committee I ensure that the committee regularly reviews the staff base and acts quickly on any proposals to add new staff to the structure, or to make changes to the staffing structure to meet the changing needs of the association. The current project for BERA to become its own employer is built on the principle, agreed by Council, that any new terms and conditions should not lead to a diminution in what BERA staff are offered. Where direct replication of UCL terms is not possible, alternatives will be sought. This framework is governing all our work on the own employer project. I can report that the BERA office staff have embraced the new ways of working necessary during the Covid-19 pandemic and have shown exceptional resilience in the face of significant adversity.
7. As BERA Treasurer, I would like to acknowledge that the Finance and Operations Committee is functioning very effectively and fully implementing its brief to provide support, advice and challenge for the professional office. The committee has responsibility for overseeing HR policies, including staff development and review and other broad arrangements that affect the terms and conditions of our employees, contracts, regular financial oversight of the association and operational relationships. Over the last year, the committee has signed off on a whole raft of new HR policies as part of the BERA becoming its own employer project. It works closely alongside the Leadership Committee in ensuring that BERA's finances and operations can support the organisation's strategic objectives and planned activities. I am pleased to report that the committee is operating effectively, has strong members who bring a range of skills and support to the association and the meetings are well supported by BERA's Chief Executive Officer and the professional office. I thank the committee members and the professional office staff for helping to make the meetings function successfully. Since 2018 we have had in place an effective staff review and development programme for staff in the BERA office and that a member of Finance and Operations and myself carry out the annual review and development process for BERA's Chief Executive Officer.
8. During 2020 the Finance & Operations Committee approved the movement of an additional £250,000 into our investment account. This brings the total invested (as at 18 October 2021) to £1,150,000 and the value of the fund is currently £1,488,780. This is an increase in the fund's value of £338,780 (23%), although we must always bear in mind that the value of investments can go down as well as up. Having said that though, it is also reassuring that the value of the fund has not been adversely impacted by the Covid-19 pandemic or any corresponding downturn the global economy. The account also pays a small annual income of an average of 2.06%. The Chief Executive Officer and I keep the investment fund under regular review, and we meet with our investment company as often as necessary to undertake reviews of our fund. We also look to our Risk Assessment and Audit Committee (RAAC) to ensure that all of our financial risks, actual and potential, are closely monitored and that mitigating actions are in place. I also regularly monitor the monthly management accounts with the Chief Executive Officer.
9. As Treasurer I will encourage financial stability within the association and will ensure that the volume and balance of income from membership, publications, events and other sources is sustainable throughout my second term of office and hopefully beyond. I will endeavour to make this happen through working closely with the Leadership Committee and with BERA Council, as well as more explicitly through my role as Chair of the Finance and Operations Committee and my strong working relationships with the Chief Executive Officer and the BERA Office. I will continue to support the effective expenditure of BERA income which encourages and promotes Early Career Researchers, BERA's Special Interest Groups (SIGs) and the wider educational research community, to ensure that the association sustains a strong research focus and a solid membership base moving forward. Our 2020 accounts show that BERA's medium-term financial position remains healthy and is still secured by positive publishing agreements (open access notwithstanding) and a high level of reserves. In most years this would mean that BERA can plan for the future with a high degree of confidence. Given the on-going backdrop of the global Covid-19 pandemic and the future threats to our publication income, we need to continue to be financially prudent and to that effect we took a very sensible and pragmatic approach to budget setting for 2021 and will do so again for the 2022 budget.

**Paper: BERA Audited Accounts 2020**



**Author: PFK Littlejohn**

**Date: 9<sup>th</sup> December 2021**

**Ref: AGM- 2021-09**

**Summary:**

This is the BERA Audited Accounts for the financial year 2020. The audit was clean, with no concerns. The report from the trustees is included.

**BRITISH EDUCATIONAL RESEARCH ASSOCIATION**

**Registered Charity No. 1150237**

**Registered Company No. 08284220**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 DECEMBER 2020**



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**BRITISH EDUCATIONAL RESEARCH ASSOCIATION****TRUSTEES AND ADVISERS**

**Registered charity name** British Educational Research Association (BERA)

**Charity number** 1150237

**Company Registration** 08284220

**Trustees** Dominic Wyse (President)  
Gerry Czerniawski  
Sean Hayes  
Ruth Boyask  
Richard Race  
Vivienne Baumfield  
Mhairi Beaton  
Kevin Smith  
Megan Crawford  
Gary Beauchamp  
Ros McLellan  
Oliver Hooper  
Marlon Moncrieffe  
Morag Redford  
Alison Fox (from 1st September 2020)  
Tanya Ovenden-Hope (from 1st September 2020)  
Sarah Seleznyov (from 1st September 2020)  
Barbara Skinner (from 1st September 2020)  
Gary McCulloch (until 1st September 2020)  
Gabrielle Ivinson (until 1st September 2020)  
Erica Joslyn (until 1st September 2020)  
John Leach (until 1st September 2020)

**Staff**

**Executive Director and Company Secretary** Nick Johnson  
Marie Blythe  
Sarah Fleming  
David Chatterjee  
Ross Fulton  
Dior Webb

**Principal Address** 9-11 Endsleigh Gardens  
London WC1H 0EH

**Auditor** PKF Littlejohn LLP  
Chartered Accountants and Statutory Auditor  
15 Westferry Circus  
Canary Wharf  
London E14 4HD

**BRITISH EDUCATIONAL RESEARCH ASSOCIATION**

**TRUSTEES AND ADVISERS**

**Bankers**

Metro Bank  
One Southampton Row  
London  
WC1B 5HA

**Solicitors**

Mills & Reeve  
Botanic House  
100 Hills Road  
Cambridge CB2 1PH

## Introduction

The Trustees, who are also the Directors of the Charitable Company, present their report and audited financial statements for the year ended 31 December 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" ("FRS 102 SORP") in preparing the annual report and financial statements of the charity.

## Structure, Governance and Management

The British Educational Research Association (BERA) is an autonomous learned society distinct from other national institutions and is a company limited by guarantee (08284220) and registered charity (Number 1150237). The charitable objective, as defined in BERA's constitution is "to encourage the pursuit of educational research and its application for both the improvement of educational practice and for the public benefit."

BERA is subject to Articles of Association that can be amended at the Annual General Meeting subject to approval of 75% of those present and voting.

A copy of the current Articles of Association is available on the BERA website.

The Trustees confirm that they have had regard to the guidance on public benefit issued by the Charity Commission when considering the objectives and activities of the Association.

## Membership of Council (and Trustees) 2020

The following people served as members of Council in 2020:

- Dominic Wyse (President)
- Gerry Czerniawski
- Sean Hayes
- Ruth Boyask
- Richard Race
- Vivienne Baumfield
- Mhairi Beaton
- Kevin Smith
- Megan Crawford
- Gary Beauchamp
- Ros McLellan
- Oliver Hooper
- Marlon Moncrieffe
- Morag Redford
- Alison Fox (from 1st September 2020)
- Tanya Ovenden-Hope (from 1st September 2020)
- Sarah Seleznyov (from 1st September 2020)
- Barbara Skinner (from 1st September 2020)
- Gary McCulloch (until 1st September 2020)
- Gabrielle Ivinson (until 1st September 2020)
- Erica Joslyn (until 1st September 2020)
- John Leach (until 1st September 2020)

Nick Johnson (appointed April 2012) continued to serve as BERA's Chief Executive and Company Secretary.

## Governance Document

The Association was originally formed by a constitution, which was adopted in April 1974.

The Constitution was amended on several occasions and was then absorbed into the Articles of Association from January 2013.

**BERA Council**

The Council is the governing body of the Association and the members of the Council are, de facto, the Trustees of the Association as a registered Charity. They are also the Company Directors. The Council has ultimate authority and decision-making over all business including policy, planning and resources. As specified in the constitution the Council may delegate its authority and decision-making to other committees or groups but this must be explicit and defined at the time of their creation. All committees and working groups therefore ultimately report to Council through, its General Purposes Committee and the standing committees as appropriate.

The Council comprises:

- President;
- Vice President;
- Treasurer;
- Up to twelve Elected Members
- Up to six co-opted members of the Association

Apart from the office holders mentioned above, the term of office for a Council member is four years with the possibility of re-election. Co-opted members may be co-opted for 1-4 years depending on the focus of the co-option.

Council needs to have due regard to representing the four nations and, as such should ensure that it has representation from all four countries amongst its membership.

The Council has the power to set up committees or working groups to undertake the work of the Association and may delegate any of its powers or decision-making authority to such committees, working groups and/or members of staff as it sees fit.

The Council meets at least three times a year.

The Council is responsible for setting strategies and policies for BERA and for ensuring that these are implemented. The day-to-day running of the Charity is delegated to the Chief Executive and the staff.

BERA Council, acting as the Board of Trustees for BERA, are jointly and severally responsible for the overall governance and strategic direction of BERA, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

All trustees are made aware of, and understand, their individual and collective responsibilities; and should not be overly reliant on one or more individual trustees in any particular aspect of the governance of the charity.

BERA Trustees and office holders are expected to adhere to the Nolan principles of public life.

**Appointment of Trustees**

BERA's Governance year runs from 1st September. Elections for Council and individual posts take place in spring before the Annual General Meeting with the results taking effect from the 1st September. The three Officers are the exception to this. The Annual General Meeting (AGM) normally takes place during or immediately before the Annual Conference in September.

Elections are conducted by ballot among individual members of the Association with nominations for election to the Council requiring the support of two members of the Association. The nomination process and election is run by the BERA office (including outsourcing the voting where appropriate) during the spring with the results reported to the Annual General Meeting and terms of office beginning on 1st September.

**Trustees' Induction and Training**

Trustees undergo appropriate training, which covers their obligations under the constitution, under relevant charity law and with reference to guidance and advice provided by the Charity Commission in England and Wales.

Council members are provided with a copy of the BERA Strategic Plan and guidance material on the structure and operation of BERA.

The following documents from the Charity Commission in England and Wales are provided for reference and Trustees are encouraged to familiarise themselves with the online information provided by the Charity Commission:

- CC2 The Charity Commission and Regulation
- CC3 The Essential Trustee: What you need to know
- CC3(a) The Essential Trustee: What's Involved
- CC9 Campaigning and Political Activities by Charities
- CC11 Payment of Charity Trustees
- CC20 Charities and Fundraising
- CC47 Complaints about Charities
- Charity Governance Code

**Trustees' responsibilities**

The Trustees are also directors of British Educational Research Association under company law.

The Trustees are responsible for preparing financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards) and applicable law. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including the net income or expenditure for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps to prevent and detect fraud and other irregularities.

## Committees and Remits

### *General Purposes Committee*

GPC work in close cooperation with the Council as the de facto executive committee of BERA. In addition, Council delegates authority to GPC to act on behalf of the Association as required, particularly when decisions are needed urgently. Each of the standing committees is represented on the GPC alongside BERA Officers.

Their principal responsibilities are to ensure that in all of its activities BERA works towards its three strategic objectives: to advance research quality, build research capacity and foster research engagement in the education field. Their remit is monitoring and reviewing of all BERA activities in line with Council's strategic direction which includes the strategic co-ordination and planning of BERA's activities ensuring that organisational priorities are shared and appropriate resources allocated against strategic objectives. This involves reviewing all committee, working-group and project business, ensuring that academic input is given where appropriate and progress towards strategic objectives is monitored. Other parts of the remit include:

- Keep informed of and help shape the President's role in representing BERA externally;
- Forward planning and operational decision-making, to inform Council's strategic oversight and facilitate policy development;
- Nominations to external bodies;
- Overseeing external liaison and consultation responses in areas where research evidence can usefully be brought to bear, in line with BERA's charitable objectives;
- Consider what weight should be given to any new activities that Council might wish to consider in pursuit of BERA's charitable objectives and considering what weight they should be given in the light of the organisation's current strategic priorities; and the available financial and material resources e.g. staff and members' time and the current finances;
- Keeping up-to date our Strategic plan and ensuring that organisational activity works within its parameters. (The plan to be reviewed on a 5 yearly cycle); and
- Ad hoc business requiring urgent decision/action.

### *Finance and Operations Committee*

This committee has responsibility for overseeing HR policies, including staff development and review, and other broad arrangements that affect terms and conditions of our employees, contracts, regular financial oversight and operational relationships. It works closely alongside GPC in ensuring that BERA's finances and operations can support the organisation's strategic objectives and planned activities.

***Publications Committee***

The committee's principal responsibilities are to ensure that:

- BERA's publications portfolio is well managed and upholds the highest academic standards
- That any contractual issues are pursued in good time to the advantage of the organisation and for the good of the field
- BERA keeps abreast of developments in the publishing field and is able to use them appropriately in the development of our journal portfolio

***Conference & Events Committee***

The committee's principal responsibilities are to ensure that:

- The Annual Conference and programme of in-year events operate to the highest academic standards
- The Annual Conference and programme of in-year events develop in line with BERA's strategic objectives

***Engagement Committee***

The committee's principal responsibilities are to ensure that BERA supports its members appropriately in the light of our three strategic objectives: to advance research quality; build research capacity; and foster research engagement.

***Risk Assessment and Audit Committee***

RAAC is a committee of the Council. It reports to the Council, but its members should not normally be members of Council. This is intended to enable it to take an objective and independent approach to its business. Its role is to provide oversight and advice to the Council on the effective functioning of the Association in relation to:

- Risk management;
- Financial processes;
- Legal requirements;
- Whistleblowing

The committee has the authority to request information from any of the Association committees or working groups to enable it to undertake its responsibilities.

***Authority***

Ultimate authority for all Association business remains with the Council.

The Council delegates authority to Officers to act on behalf of the Association as required. The GPC may also make decisions on operational matters through the Officers who are members of it. Only the Officers and the Executive Director have the authority to sign contracts upon BERA's behalf.



### Finances and Budgets

BERA Council has a statutory duty to prepare financial statements for each financial period, as set out in the Statement of Trustees' Responsibilities.

The management of this is delegated to the Treasurer who oversees BERA's finances in association with the Chief Executive. The Treasurer has formal responsibility for BERA finances and the BERA Office conducts oversight of the financial arrangements of the Association and the day-to-day administration of finance.

BERA's financial year runs from 1<sup>st</sup> January to 31<sup>st</sup> December. A budget is approved by Council prior to the start of the financial year or as soon as practicable afterwards. End of year accounts will be reported to Council following the end of the financial audit as well as to each year's AGM.

### Staffing and Contracts

The BERA Office comprises the Chief Executive, the Events Manager, the Membership & Engagement Manager, the Publications Manager, the Finance and Governance Manager, the Finance and Administration Officer and the Events Assistant who are all employed through the UCL Institute of Education (IoE), which provides all personnel and employment facilities for them. UCL IoE is also contracted to provide office space and services.

For the 2020 year, the office core team comprised:

- Nick Johnson – Chief Executive
- Sarah Fleming – Membership & Engagement Manager (on maternity leave until June 2020)
- Marie Blythe - Events Manager
- Ross Fulton – Publications Manager
- David Chatterjee - Finance & Governance Manager
- Dior Webb – Events Officer
- Zita Darguzyte – Events Officer (on secondment until July 2020, then maternity leave from August 2020 and resigned December 2020)

Accountancy Services were provided by Kaya Taylor on a freelance basis.

In the 2020, the Association has obtained significant contracted services from:

- ITD for provision of IT
- Wiley-Blackwell Publishers (publishers of our journals)
- Soapbox (management of BERA website and other design services)
- SmartImpact (CRM)
- Native Media
- Colourview
- Total Mail
- Toast
- BNP Paribas Leasing Solutions (printing)
- The UCL Institute of Education (office space)
- PKF Littlejohn LLP (auditors)
- Mills and Reeve LLP (legal services)

## Membership

The membership at the end of December 2020 totalled 2,230 (2019 – 2,388).

## Risk Assessment

The Trustees have examined the Association's principal areas of operation and considered the major risks faced in each of these areas. In the opinion of the Trustees, the Association has established resources and review systems which, under normal conditions, should allow these risks to be mitigated to an acceptable level in its day-to-day operations.

The Association has a Risk Assessment and Audit Committee to monitor the work of the Association. This Committee reports to the Council and carries out a detailed assessment of the Risk register each autumn. Following that, the register is shared with individual committees to assess the risk and responses in their respective areas and they report back to the Risk Assessment and Audit Committee.

## Objectives and Activities

BERA adopted a 5-year Strategic Plan in 2016.

BERA is a learned society and charity committed to working for the public good by sustaining a strong and high quality educational research community, dedicated to advancing knowledge of education within and beyond formal settings. Our charitable purpose is to encourage the pursuit of educational research and its application for both the improvement of practice and the public benefit. As a membership organisation we are committed to principles of openness, integrity and transparency and seek to uphold ethical values in all our activities and processes.

BERA's core aims are to: advance research quality, build research capacity and foster research engagement in the education field. These aims are intended to secure the health of the discipline of education going forward and strengthen the contribution educational research can make in the public domain.

Under the strategic plan, BERA's priorities for 2016-2021 are:

1. To advance educational research quality, we will:
  - Promote open discussion and debate about definitions of research quality, recognising that quality in research comes in many forms;
  - Exemplify and uphold the highest standards in research and ethical practice, championing high quality research and ethical practice across the full range of our activities;
  - Make our criteria transparent for judging quality in our publications, awards, ethical guidelines and decision-making processes.
  
2. To build educational research capacity, we will:
  - Encourage and actively support the diversity of our membership, seeking the maximum involvement of under-represented groups;
  - Invest in and mentor the next generation of researchers, involving emergent and early career researchers across the full range of our activities;
  - Encourage collaborative and interdisciplinary ways of working and networking, sharing knowledge across the education research community and in partnership with others.

3. To foster research engagement in the education field, we will:

- Develop strategies to connect research, policy and practice in ways that benefit education and which contribute to informed democratic debate;
- Engage with policy-makers, practitioners and the wider public in setting research agendas and to promote the use of research;
- Seek and maintain strong relationships with peer and practitioner associations that are committed to the development of education for the public good, whether locally, nationally or internationally.

In order to meet these objectives, we will:

- Maintain an effective, financially viable and professional organisation with effective governance and organisational mechanisms;
- Develop and maintain the range of services provided to our members in ways that support the development of high quality research and are responsive to developments in the field;
- Act as responsible employers, with appropriate concern for the health and welfare of our employees;
- Remain true to our values of quality, excellence, ethical practice, inclusivity, equity and respect for diversity.

To deliver on our principles of openness, integrity, transparency and ethical practice, we will:

- Instigate discussion of how these strategic objectives can best translate into strategic priorities for the medium to long term that align with the work of our committees;
- Set a framework to ensure that BERA remains a strategically focused organisation, able to deliver on its core charitable purposes across the range of its activities in the medium to long term;
- Establish a timeline for the regular review of the strategic priorities, assessing how these can be aligned with BERA's central mission and purpose.

BERA begun work during 2020 on a new strategic plan for implementation later in 2021.

### **Activities and Performance in 2020**

Clearly much of the year was dramatically impact by Covid-19. As well as the immediate disruption that can be seen across our work, the inability to plan for the medium-term could significantly impact upon how BERA operates. Office staff worked remotely since March and largely this has been successful making use of technology, although there is inevitably a reduction in team interaction. found creative and innovative ways to change BERA's online offering – from our successful online events programme, through our podcasts, transferring all our governance meetings online to offering the Blog as a platform for authors to details the challenges and responses to the pandemic.

### **Equality and Diversity**

In May, Council considered the lack of BAME representation amongst its own membership and in response to this, a report was prepared for the September meeting that examined data across the organisation. Council resolved that action was needed to be taken to address the issues the report had highlighted.

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While acknowledging that institutional discrimination within higher education is a barrier to BERA's own structures, Council believes it is vital that BERA works to counter this where possible and ensure that our process and structures do not exacerbate it. The inherent bias in the HE system presents a wider challenge, with seniority, longevity, and publications opportunities limited in the sector for certain groups, leading to limited opportunities in senior BERA positions. BERA must acknowledge the tensions between quality and esteem indicators being used as metrics for those who apply for senior positions within BERA, and the historical and institutional barriers in place which discriminate against certain groups and leads to a risk of perpetuating this divide.

Formal race equality policy and action plan was agreed by Council in January 2021. As an outcome, we would want to see improved diversity at all levels of the organisation – in our governance; our journals including authors, editorial teams and boards; our events programme; and in the support provided for BAME researchers.

### **Projects and other work**

Due to COVID-19, the Research Excellence Framework (REF) submission deadline was delayed. The funding bodies have confirmed the revised timing of the overall exercise, resumed on 31 July 2020, with a deadline for submissions by higher education institutions of 31 March 2021. As a nominating body, BERA was invited to nominate additional members of the education sub-panel, with a specific focus on certain criteria. 15 applications were received and 10 of these were nominated.

The Assessment expert panel continued to meet virtually, although their work was interrupted by the very sad passing of Harvey Goldstein in April. They have picked up this work and had commissioned the research support agreed as part of their remit. Their final report will be published in 2021.

The current research commission, 'Competing Discourses of Early Childhood Education and Care', completed its final seminar in early 2020, and the outcomes of their work will be published in 2021, with a delay in receiving the report due to COVID-19. The next call for proposals focused on 'Education and environmental sustainability'. This is designed to offer opportunities for researchers to examine how all those involved in education can respond to our climate crisis. The successful commission will run in 2021 and report towards the end of the year.

We made three awards under the Curriculum Investigation grant to schools conducting research. Together with the other awards and funding we were able to achieve our highest ever amount of research funding during 2020.

A new activity that is part of BERA's support of education is the State of the Discipline (ESD) initiative. The first part of this, a systematic review of relevant published work, will inform the approach to a large-scale survey of people working in universities in the UK. The focus of the survey will be education research and researcher identities in the UK of the 21st Century. The findings will be one part of our goal for the ESD initiative to provide evidence-based support to BERA members' advocacy for education in universities.

In response to the challenges imposed by Covid-19, BERA created the Small Grants Fund. This is a fund aimed at supporting Educational Research into timely issues, and we originally intended to fund 3 projects. We received almost 80 applications, many of very high quality and following a rigorous judging process, we have diverted funds not being spent elsewhere due to the pandemic into this award. This means that we have been able to make 15 awards of up to £4,000 each. The list of those awarded can be found on our website.

Each award will support a discrete piece of research on the impact of Covid-19 on education and/or educational research. The research will run until spring 2021 and we hope to feature the results in a collected or series of publications later in 2021 as well as featuring them prominently at the 2021 BERA Conference.

### **International engagement**

Considerable progress has been made by BERA in relation to the possibility of re-joining the World Education Research Association (WERA). One part of this work has come through a focus on supporting Early Career Researchers through academic writing. The first of two linked seminars aiming to support Early Career Researchers' (ECR) academic writing, organised by BERA WERA and the Russian Education Research Association (RERA), was held in November 2020 and the second seminar a month later. We are very much looking forward to evaluating this pilot to see the potential for engagement with ECRs in other regions of the world. Council formally applied for membership of WERA in autumn 2020 and it is hoped this will provide membership opportunities and wider international engagement. A member of the BERA ECR Network will be nominated to the WERA ECR Network.

The pandemic meant that we were not able to represent ourselves at, or send symposia to, several international conferences as many cancelled their activities in 2020 and we expect to have to engage virtually during the course of 2021.

We ran the second annual lecture in association with the Commonwealth Council on Educational Administration and Management (CCEAM) where Laurette Bristol from the CARICOM Secretariat spoke. We have also developed conversations with the Commonwealth secretariat.

We were delighted to publish a Spanish language version of our Ethical Guidelines and have started discussions for a Portuguese version.

### **Conferences and Events**

The BERA Annual Conference was scheduled to take place in Liverpool between 8<sup>th</sup> and 11<sup>th</sup> September 2020. Following approval by BERA Council in May 2020, the decision was taken to cancel the Annual Conference in 2020 due to the ongoing COVID-19 situation. Based on the experience of other learned organisations and the importance articulated by delegates of face-to-face networking as a primary motivation for attending BERA Annual Conference, it was decided not to try to replicate the face to face conference with a virtual one. Instead, it was decided that a calendar of online events would be hosted by BERA throughout the autumn to provide opportunities for BERA members to engage in knowledge exchange. As the pandemic continued into the autumn, it was agreed to plan for our 2021 annual conference to be held entirely as a virtual event to mitigate the risks of planning for an in-person event. We will miss the opportunity to gather in person, but the ongoing uncertainty generated by Covid-19, the likely restrictions on international travel and the desire to enable as many people as possible to present and attend means that we think our energies are best spent planning the very best digital experience we can offer.

In July 2020, we launched an ambitious series of synchronous and asynchronous BERA virtual events including SIG events that were originally planned as face-to-face events and sessions that were due to take place during our Annual Conference. Our thanks to all those presenters who have participated. The software for the BERA virtual events has been imbedded into the BERA website and all events are recorded and later added to the digital resources webpage for members to access. The online events have been well received and well attended and it has been noted that running events through the year permits many more members and non-members to attend the actual event or engage with the session at a later time that is convenient to them.

### **Membership**

For the 2020 membership year, we have 2230 members, including 584 students; 109 retired colleagues; 1177 full members; and 360 teachers. This is BERA's highest ever number of teacher members. While membership numbers have fallen slightly compared to 2019, considering the widespread impact of Covid-19 on the sector, as well as the cancellation of the BERA 2020 Annual Conference and all in-person events, this figure shows a strong appetite for BERA membership remains, driven by the strong membership offer. The new 'Digital Resources' webpage hosting the recordings of the virtual events, amongst other resources, has proved popular. The BERA podcast has launched successfully and can be found on all major podcast networks. As part of our commitment to provide value to our members, in 2021 all BERA online events will be free for BERA members and chargeable for non-members.

### **Awards and Fellowships**

2020 saw the launch of the BERA College of Reviewers to assist with the reviewing of award and opportunities. This will improve the transparency and rigour of the reviewing process and we welcome them into the organisation. A new award targeting undergraduates will be launched in 2021 and there are other potential awards and opportunities in the pipeline and the development of a new 'BERA National Student Research' Award is currently underway for pupils in schools.

Our range of awards for researchers at different stages of their careers continues to expand. In 2020, we awarded the Masters Dissertation, Doctoral thesis, Curriculum Investigation Grant, BJET Fellowship and Public Impact awards alongside the John Nisbet Fellowship. During the year, the Engagement Committee oversaw a process of a further tightening of procedures and criteria for BERA's Awards, in keeping with the organisation's broader strategic objectives and the purposes of BERA as a charitable organisation.

### **Early Career Researchers Network**

BERA continues to recognise the strategic importance of the activities of the ECR network (including its Network Symposium Series) in terms of increasing membership numbers, engagement and the future development of BERA. To bring BERA in line with associations such as AARE and EERA, we have extended the definition of ECR from three years post-doctorate to five years. We have seen consistent growth in the number of ECR members within BERA.

### **Publications**

BERA continues to be involved in current discussions regarding the development of policy in the UK on Open Access to minimise any negative impact on the Association, its members and the wider research community. At the time of writing, UKRI is finalising its new open access policy (which will be adopted by the various UK research funding councils), following consultations on its proposals between September 2019 and October 2020 in which BERA participated through its membership of The Academy of Social Sciences and the Society Publishers Coalition. We have identified the potential threat to BERA's publication portfolio income and management of risk was a key factor in the negotiation of the publishing contract with Wiley. We are also working actively with Wiley and the journal editors to agree strategies for adapting the journals to this new environment to ensure they maintain their standing as leaders in the field and benefit from new opportunities.

Our four peer-reviewed journals all did well during the year, all saw increased submissions and readership. As ever we thank all our editors, editorial boards and reviewers for the work they put into supporting our publishing programme. 2020 was the first year of our new publishing contract with Wiley and the first time all four journals have been under the same publisher.

The BERA Blog has taken advantage of the functionality of new BERA website launched in June 2019 to launch nine special blog series throughout 2020, covering a variety of important and timely topics. The blog received an unprecedented number of submissions during 2020, largely from April onwards. This was in part due to a successful initiative to invite blog posts for a special series on Covid-19's effects on education. It may also be that lockdown itself created more time and opportunity for blogging, leading to a one-off overabundance of submissions. The number of unique page views (UPVs) of articles on the BERA Blog (excluding the homepage) was 14.4% higher over the period 1 October 2019–30 September 2020 than the same period in 2018/19 (124,042 vs 110,652). While positive, this represents a slowdown on UPV growth during equivalent periods (39.7% between 2017/18 and 2018/19, 79.9% between 2016/17 and 2017/18). BERA Bites are downloadable PDF publications, composed of between 8 and 12 articles published across the lifespan of the Blog, and are intended primarily as teaching resources, and include questions for discussion after each article.

Research Intelligence's quarterly publication schedule, introduced in 2019, continues to be successful. The magazine has also been redesigned and relaunched, following a review of the BERA brand guidelines earlier in 2020, with a layout that is more flexible and highly illustrated.

During the year, a series of reports were published based on the work of the British Curriculum Forum. In January, three final reports of research funded by the biennial Curriculum Investigation Grant were published and these were followed by *A research approach to curriculum development: A British Curriculum Forum event report*, a collection of ground-breaking new work on collaborative curriculum, research and development that was developed from an BCF event on the same topic.

### **Finance and Administration**

The accounts show that BERA's medium-term financial position remains healthy. Secured by very positive publishing agreements and a strong amount of reserves, BERA can plan ahead with a degree of confidence. However, the global Covid-19 pandemic presents significant implications for the association.

For many years we have operated with a policy of being able to ensure that a year's operating costs are covered by our reserves and a ratio of 1:1 between turnover and reserves has been an important benchmark for the association. In fact, the direction of travel means that we are currently well more than this ratio, as we now have considerably more reserves than one year's annual turnover. Council is not minded to generate excessive funds in reserve if we have no immediate or mid-term need for them although in a climate of uncertainty we are continuing to take a conservative approach to ensure that we have sufficient reserves for short-term crisis management, which will include our response to any challenges resulting from the Covid-19 pandemic and to cover any cash flow issues. BERA remains in a secure financial position where it can continue to plan for new ventures enabling us to provide a broad offer to our members, but we are in an uncertain period in our history, and we will continue to monitor the impact that the Covid-19 pandemic has on our organisation and its finances.

We continue to maintain healthy reserves which are split between a substantial sum invested within a managed investment fund and cash that is held in relatively quick access accounts. During the course of 2020, Council agreed to designate ring-fenced funds to cover: (i) the unresolved nature of the relationship with UCL-IOE (£125,000); and (ii) the ongoing changes to open access publishing mandates (£380,000). Outside this designation, the reserves policy continues to be to hold around one years' operating costs in reserve. This will protect BERA against any dramatic fall income or calamitous event (such as the need to cancel an annual conference). The impact of Covid-19 in 2020 (see elsewhere) showed the wisdom of this approach. The Trustees have considered the reserves held by the Association as being necessary to enable BERA to develop the Association's long-term aims as well as ensuring the continuation of its current activities. In order to meet their responsibilities and to ensure that the Association continues to operate on a going concern basis the trustees have reviewed the requirements and risks faced by the Association in both the short and medium term.

BERA continues to look to reduce the share of income from publications. This involves continued investment in our infrastructure while we use the healthy current income to 'future-proof' the organisation. We have been doing this in recent years by investing in the new website and database, and by a modest expansion of the number of professional staff. We have healthy reserves which are now split between a substantial sum invested within a managed investment fund and that held in a relatively quick access accounts, spread across different banking Institutions In order to spread risk.

BERA has continued to be an organisation that spends relatively little on administration. In order to meet our strategic objectives, BERA is committed to act as a responsible employer, with appropriate concern for the health and welfare of our employees and the Finance and Operations Committee continues to review a range of staffing options, with a desire to be ahead of the curve in terms of having the right staff in place, doing the right jobs to ensure the on-going success of the Association

In 2020, BERA continued to receive core services from the UCL Institute of Education. This is now two core functions - HR and office space. As per recent years, we are looking to initiate a new agreement for the medium-term to bring stability and clarity to this relationship and some further details came from UCL IOE during 2020. UCL IOE generously offered to waive any outstanding financial commitments we had accrued funds for as a gesture of goodwill and as part of a commitment to our ongoing strategic working partnership. This resulted in a significant sum being released from accruals and reducing expenditure in the year. UCL IOE also agreed to extend this period until at least August 2021 to allow for the full details of a new agreement to be made. That agreement will be in respect of ongoing hiring of office space for the BERA professional office and an HR partnership. In May 2020, Council agreed to explore the options of BERA becoming an employer and the voluntary transfer of existing staff from UCL. This work was progressed in late 2020 with the engagement of an HR consultant to scope out the work and provide advice to trustees.



## Governance

We attracted an excellent field of candidates for Council this year and following the election of Sarah Selezynov, Tanya Ovenden-Hope and Alison Fox, Council also co-opted Barbara Skinner as a Council member based in Northern Ireland. All four began their terms in Autumn 2020 and will serve until 2024. We carried out remote inductions for all and are also reviewing our training and support for Council and committee members.

All our governance meetings were moved to be online from late March onwards. This included our AGM which was held in December. Attendance at the latter was higher than our normal in-person AGM and it allowed some international members to be present. We will review the format of future AGMs in 2021.

Vivienne Baumfield was elected to the position of President-elect in 2019 and therefore assumed the position of Vice-President in September 2020 when Gary McCulloch finished his term. Alongside this, Ros McLellan succeeded Vivienne as Chair of the Publications Committee in September 2020 for a four-year term. Due to the disruption caused by COVID-19, at the AGM, members agreed to a one-off variation to our Articles of Association to extend the Presidential term of Dominic Wyse by one year. Subsequently, Vivienne Baumfield's term will also be extended by one year. This will provide the organisation with stability during this uncertain time and also mean Vivienne is BERA President heading into BERA's 50th Anniversary in 2024.

We also were able to recruit ordinary members for Publications, Conference & Events, F&O and Risk Assessment and Audit Committees during the summer term, after two new members of the Engagement Committee were recruited in December 2019. All these members have been inducted into BERA's work and have now attended their first meeting. It is heartening to see such enthusiasm to be part of BERA's governance from amongst the membership.

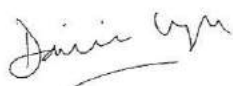
## Audit Information

The Trustees who held office at the date of approval of this Trustees' Report confirm that, so far as they are individually aware, there is no relevant audit information of which the Charity's auditors are unaware; and each Trustee has taken all reasonable steps that he/she ought to have taken as a Trustee to make himself/herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

## Auditors

PKF Littlejohn LLP has signified its willingness to continue in office.

By Order of the Trustees



Professor Dominic Wyse  
Trustee

12 August 2021

**Auditors' Report to the Members of the British Educational Research Association****Opinion****Opinion**

We have audited the financial statements of British Educational Research Association (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

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

**Conclusions relating to going concern**

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

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

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

**Other information**

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the trustees' annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and sufficient accounting records have not been kept by the charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit. ; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

**Responsibilities of trustees**

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

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

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed auditor under the Companies Act 2006 and section 151 of the Charities Act 2011 and report in accordance with those Acts and relevant regulations made or having effect thereunder.

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

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

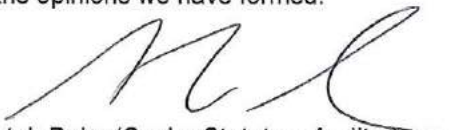
- We obtained an understanding of the charitable company and the sector in which they operate to identify laws and regulations that could reasonably be expected to have a direct effect on the financial statements. We obtained our understanding in this regard through discussions with management, industry research, application of cumulative audit knowledge and experience of the sector.
- We determined the principal laws and regulations relevant to the charitable company in this regard to be those arising from Companies Act 2006, Charities Act 2011, Charities (Accounts and Reports) Regulations 2008 and tax legislation.
- We designed our audit procedures to ensure the audit team considered whether there were any indications of non-compliance by the charitable company with those laws and regulations. These procedures included, but were not limited to, enquiries of management and reviewing of minutes.
- We also identified the risks of material misstatement of the financial statements due to fraud. We considered, in addition to the non-rebuttable presumption of a risk of fraud arising from management override of controls, that the completeness of liabilities was also an area of risk.
- As in all of our audits, we addressed the risk of fraud arising from management override of controls by performing audit procedures which included, but were not limited to: reviewing journals; reviewing accounting estimates for evidence of bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

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

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

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone, other than the charitable company and the charitable company's as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Alastair Duke (Senior Statutory Auditor)

For and on behalf of  
**PKF Littlejohn LLP**  
Statutory Auditor

15 Westferry Circus  
Canary Wharf  
London E14 4HD

10 September 2021

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
<b>Income from:</b>					
Membership subscriptions		167,442	-	167,442	181,345
Investments	1	27,213	-	27,213	23,318
Charitable Activities	2	667,725	-	667,725	1,047,234
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Income</b>		862,380	-	862,380	1,251,897
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Expenditure on:</b>					
	3&4				
Raising funds		100,911	-	100,911	157,525
Charitable activities		500,566	-	500,566	856,181
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Expenditure</b>		601,477	-	601,477	1,013,706
		<hr/>	<hr/>	<hr/>	<hr/>
Net gain/(loss) on investments		81,302	-	81,302	110,317
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net Movement in Funds</b>	5	342,205	-	342,205	348,508
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Reconciliation of Funds:</b>					
Fund balances brought forward		£1,837,646	£22,031	£1,859,677	£1,511,169
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance at End of Year</b>		£2,179,851	£22,031	£2,201,882	£1,859,677
		<hr/>	<hr/>	<hr/>	<hr/>

The Charity has no recognised gains or losses other than as stated above. All of the activities represent continuing activities of the Charitable Company.

The Accounting Policies and Notes on pages 24 to 30 form part of these Financial Statements.

**BRITISH EDUCATIONAL RESEARCH ASSOCIATION**  
Registered Company No. 08284220

**BALANCE SHEET**  
At 31 December 2020

	Note	2020	2019
<b>Fixed Assets</b>			
Tangible fixed assets	7	32,458	36,656
Investments	8	1,155,433	1,078,830
<b>Current Assets</b>			
Debtors	9	179,801	259,622
Cash at bank and in hand		977,045	705,690
		<u>1,156,846</u>	<u>965,312</u>
<b>Creditors:</b> amounts falling due within one year	10	(142,855)	(221,121)
		<u>1,013,991</u>	<u>744,191</u>
<b>Net Current Assets</b>			
		1,013,991	744,191
<b>Net Assets</b>		<u>£2,201,882</u>	<u>£1,859,677</u>
<b>Funds</b>			
	11		
<b>Restricted funds</b>		22,031	22,031
<b>Unrestricted funds</b>			
General		1,674,851	1,837,646
Designated		505,000	-
		<u>£2,201,882</u>	<u>£1,859,677</u>

Approved by the Board of Trustees on the 12 August 2021 and signed on its behalf by



**Professor Dominic Wyse**  
Trustee

The Accounting Policies and Notes on pages 24 to 30 form part of these Financial Statements.

## BRITISH EDUCATIONAL RESEARCH ASSOCIATION

STATEMENT OF CASH FLOWS  
Year ended 31 December 2020

	2020	2019
<b>Cash flow from operating activities (see below)</b>	245,484	241,241
<b>Cash flow from investing activities</b>		
Payments to acquire tangible fixed assets	(6,041)	(17,597)
Payments to acquire investments	(90,581)	(400,000)
Proceeds from sale of investments	95,280	2,271
Dividends and interest from investments	27,213	23,318
	<hr/>	<hr/>
<b>Net cash flow provided by/(used in) investing activities</b>	25,871	(392,008)
	<hr/>	<hr/>
<b>Change in cash and cash equivalents in the year</b>	271,355	(150,767)
<b>Cash and cash equivalents at start of year</b>	705,690	856,457
	<hr/>	<hr/>
<b>Cash and cash equivalents at end of year</b>	£977,045	£705,690
	<hr/>	<hr/>
<b>Cash and cash equivalents consists of:</b>		
Cash at bank and in hand	977,045	705,690
Short term deposits	-	-
	<hr/>	<hr/>
<b>Cash and cash equivalents at end of year</b>	£977,045	£705,690
	<hr/>	<hr/>
<b>Net income/(expenditure) for the year</b>	342,205	348,508
Dividends and interest from investments	(27,213)	(23,318)
Depreciation of tangible fixed assets	10,239	28,825
(Gains)/Losses on investments	(81,302)	(110,317)
(Increase)/decrease in debtors	79,821	5,776
Increase/(decrease) in creditors	(78,266)	(8,233)
	<hr/>	<hr/>
<b>Net cash flow from operating activities</b>	£245,484	£241,241
	<hr/>	<hr/>

The Accounting Policies and Notes on pages 24 to 30 form part of these Financial Statements.

**General information and basis of preparation**

British Educational Research Association is a company limited by guarantee in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are to encourage the pursuit of educational research and its application for both the improvement of educational practice and for the public benefit.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Fund Accounting**

Restricted funds comprise donations and grants which have been received for specific purposes, or which are subject to specific conditions imposed by the donor.

Unrestricted funds may be used for the purposes of the Charitable Company at the Trustees' discretion. Unrestricted funds may be designated by the Trustees for specific purposes. Designated funds represent those funds designated at the discretion of the Trustees.

**Incoming Resources**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, after any performance conditions have been met, when the amount can be measured reliably and when it is probable that the income will be received.

Income derived from membership subscriptions and sales is credited to the Statement of Financial Activities (SOFA) in the period to which it relates. Fees represent amounts invoiced to third parties for the provision of services and are recognised on the basis of entitlement. Grants and donations represent amounts from individuals, corporations, trusts and funding bodies and are credited to the SOFA in the year in which they are receivable.

Investment income is recognised as the charity's right to receive payment is established.



### Resources Expended and Basis of Allocation of Costs

Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and is reported gross of related income on the following bases:

- Costs of generating voluntary income comprise the direct costs associated with attracting voluntary income, plus a proportion of cost that cannot be directly attributed (support costs).
- Expenditure on charitable activities comprises direct expenditure. Where costs cannot be directly attributed (support costs), they have been allocated to the activities on a basis consistent with the use of resources.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and other administrative costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

### Tangible Fixed Assets, Depreciation and Impairment

Tangible fixed assets are stated at cost less accumulated depreciation. The costs of minor assets are expensed in the year in which the cost is incurred. Donated assets are included in income and fixed assets, where a value can be reasonably obtained, and are depreciated.

Depreciation is provided on tangible fixed assets, at rates calculated to write off the cost of each asset, less any estimated residual value, over its expected useful life. The annual depreciation rates and methods are as follows:

Furniture, office and technical equipment - 25% straight line.

Assets in the course of construction, website and database costs, have been shown separately. No depreciation is provided until an asset is brought into use.

Where the recoverable amount of a tangible fixed asset is found to be below its net book value, the asset is written down to its recoverable amount and the loss on impairment recognised in the SoFA.

### Investments

Publicly traded investments, or those where fair value can otherwise be measured reliably, are measured at fair value at each balance sheet date, with changes in fair value recognised in 'net gains / (losses) on investments' in the SoFA.

### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

### Taxation

The Charitable Company is generally exempt from taxation with the exception of Value Added Tax. Where appropriate all expenditure is stated inclusive of the related Value Added Tax.

### Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

<b>1. Investment Income</b>	<b>2020</b>	<b>2019</b>
Bank interest and investment income		£23,318
	<u>          </u>	<u>          </u>
Investment income in both years relates to £ (2019 - £23,318) from unrestricted funds.		
<b>2. Income from Charitable Activities</b>	<b>2020</b>	<b>2019</b>
Publications and Royalties	653,110	778,609
Annual conference	-	245,098
Grants	-	5,416
Other income	415	18,111
Gifts in kind	16,200	-
	<u>          </u>	<u>          </u>
	£669,725	£1,047,234
	<u>          </u>	<u>          </u>

Income from charitable activities consists of £669,725 (2019 - £1,041,818) relating to unrestricted funds and £nil (2019 - £5,416) to restricted funds.

### 3. Expenditure

	Depreciation	Direct costs	Support costs (see note 4)	Total 2020	Total 2019
Raising funds	-	4,613	96,298	100,911	157,525
Charitable activities	10,239	201,433	288,894	500,566	856,181
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	£10,239	£206,046	£385,192	£601,477	£1,013,706
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

Expenditure relates to £601,477 (2019 - £1,006,621) from unrestricted funds and £nil (2019 - £7,085) from restricted funds.

**4. Support Costs**

	Staff costs	Premises costs	Governance costs	Total 2020	Total 2019
Raising funds	88,315	1,287	6,696	96,298	130,907
Charitable activities	264,946	3,862	20,086	288,894	392,722
	<u>£353,261</u>	<u>£5,149</u>	<u>£26,782</u>	<u>£385,192</u>	<u>£523,629</u>

Premises costs have decreased significantly from the prior year due to the release of a prior year creditor balance of £119,717 being released in the year due to the balance being waived by the third party.

## Governance costs:

Audit fees	5,740	5,750
Accountancy	9,817	9,927
Other	11,225	34,556
	<u>£26,782</u>	<u>£50,233</u>

**5. Net Incoming Resources**

This is stated after charging:

Depreciation	£10,239	£28,825
Auditors' remuneration - audit	£5,740	£5,750

**6. Trustees and Contracted Personnel**

Staff costs for 7 employees (2019 - 6) of £353,261 (2019 - £339,599) were recharged from the UCL Institute of Education. There was one employee earning a salary between £70,000 and £80,000 (2019 - one).

The total amount of employee benefits received by key management personnel during the year was £157,264 (2019 - £132,789). The Association considers its key management personnel to comprise the Executive Director and the Events Manager.

Six trustees (2019 - thirteen) received a total of £964 (2019 - £22,274) reimbursed travel and subsistence expenses in the year. No Trustees received any remuneration in the year.

Staff costs	2020	2019
Recharges from UCL Institute of Education	353,261	320,361
Agency and consultancy costs	-	19,238
	<u>£353,261</u>	<u>£339,599</u>

The average number of persons employed by the Company during the year was:

Recharged employees	7	6
Consultant and agency staff	-	1
	<u>7</u>	<u>7</u>

## 7. Tangible Fixed Assets

	Furniture, office and technical equipment	Total
<b>Cost</b>		
At 1 January 2020	192,014	192,014
Additions	6,041	6,041
	<hr/>	<hr/>
At 31 December 2020	198,055	198,055
	<hr/>	<hr/>
<b>Accumulated Depreciation</b>		
At 1 January 2020	155,358	155,358
Charge for year	10,239	(221)
	<hr/>	<hr/>
At 31 December 2020	165,597	155,137
	<hr/>	<hr/>
<b>Net Book Value</b>		
At 31 December 2020	£32,458	£42,918
	<hr/>	<hr/>
At 31 December 2019	£36,656	£36,656
	<hr/>	<hr/>

The Charitable Company had no capital commitments at 31 December 2020 (2019 - none).

## 8. Investments

	2020	2019
Balance brought forward	1,078,830	570,784
Additions	90,581	400,000
Sale proceeds	(106,573)	(2,271)
Net gains/(losses)	81,302	110,317
Movement in cash at stockbrokers	11,293	-
	<hr/>	<hr/>
	£1,155,433	£1,078,830
	<hr/>	<hr/>
Investments at fair value include		
Equities	826,229	754,758
Fixed interest	157,093	147,774
Alternative investments	152,393	166,873
Cash within investment portfolio	20,112	9,425
	<hr/>	<hr/>
	£1,155,433	£1,078,830
	<hr/>	<hr/>

No individual investment is considered to be material. The cost of investments was £908,323.

9. Debtors	2020	2019
Prepayments and accrued income	166,847	239,067
Taxation and social security	12,954	20,555
	<u>          </u>	<u>          </u>
	£179,801	£259,622
	<u>          </u>	<u>          </u>

## 10. Creditors: amounts falling due within one year

Trade creditors	24,885	20,229
Accruals and deferred income	117,970	200,892
	<u>          </u>	<u>          </u>
	£142,855	£221,121
	<u>          </u>	<u>          </u>

Included within creditors is £16,195 (2019 - £16,647) of deferred income relating to membership subscriptions received in advance.

## 11. Analysis of Total Funds

As at 31 December 2020	Tangible fixed assets	Investments	Net current assets	Total
Restricted Funds	-	-	22,031	22,031
Unrestricted Funds	32,458	1,155,433	991,960	2,179,851
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	£32,458	£1,155,433	£1,013,991	£2,201,882
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
As at 31 December 2019	Tangible fixed assets	Investments	Net current assets	Total
Restricted Funds	-	-	22,031	22,031
Unrestricted Funds	36,656	1,078,830	722,160	1,837,646
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	£36,656	£1,078,830	£744,191	£1,859,677
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

## 12. Related Party Transactions with Trustees and Connected Persons

There were no transactions with related parties or connected persons in the year.

## 13. Contingent Liabilities

There were no contingent liabilities to disclose at 31 December 2020 (2019 - none).

## 14. Post Balance Sheet Event

There were no events to disclose subsequent to the year-end.

## 15. Financial commitments


At 31 December 2020 the Charitable Company had future minimum lease payments under non-cancellable operating leases as follows:

	2020	2019
Not later than one year	£7,236	£-

## 16. Restricted and Unrestricted Funds

	As at 1 January 2020	Incoming resources	Resources expended	Transfers and Investment movements	As at 31 December 2020
<b>Restricted</b>					
Desmond Nuttall Fund	2,574	-	-	-	2,574
Brian Simon	19,457	-	-	-	19,457
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	22,031	-	-	-	22,031
<b>Unrestricted</b>					
General Fund	1,837,646	862,380	601,477	(423,698)	1,674,851
Designated Funds					
- Open access	-	-	-	380,000	380,000
- UCL-IOE	-	-	-	125,000	125,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds	£1,859,677	862,380	601,477	81,302	2,201,882

	As at 1 January 2019	Incoming resources	Resources expended	Investment movements	As at 31 December 2019
<b>Restricted</b>					
Desmond Nuttall Fund	2,574	-	-	-	2,574
Brian Simon	19,457	-	-	-	19,457
Welsh Government	1,669	5,416	(7,085)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	23,700	5,416	(7,085)	-	22,031
General Fund	1,487,469	1,246,481	(1,006,621)	110,317	1,837,646
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds	£1,511,169	£1,251,897	£(1,013,706)	£110,317	£1,859,677

<b>Paper: BERA Budget 2021</b>		 <b>BERA</b> <small>BRITISH EDUCATIONAL RESEARCH ASSOCIATION</small>
<b>Author: <a href="#">Nick Johnson</a></b>	<b>Date: 9<sup>th</sup> December 2021</b>	<b>Ref: AGM-2021-10</b>
<b>Summary:</b> This report outlines the BERA 2021 budget which was approved by BERA Council. Forecasting has indicated a surplus will be generated due to the impact of Covid-19 and delays in expenditure.		


## Introduction

1. For 2020, BERA Council had agreed a deficit budget for 2021, continuing their decision made in May 2018 to bring down the level of reserves by subsidising investments in new projects, awards and opportunities. However, all aspects of our budget were thrown into disarray by the impact of Covid-19.
2. With the inability to plan for the shorter-term we have been forced to make significant adjustments to the budgets on an ongoing basis throughout the year. Updates have been shared regularly with the Finance and Operations committee and Council and BERA activity has continued at a high level.
3. The most up-to-date forecast, due to the impact of Covid-19 on office and academic capacity and/or delays in getting projects underway, indicates a surplus will be achieved. This is due in part to the volatility of the investment funds, which we have no control over, underspends throughout various aspects of the budget caused by the initial lockdowns, and better than expected membership and conference figures.
4. UCL-IOE have agreed to waive any outstanding financial commitments BERA has for rent and HR support and will continue to do so to at least December 2021, negotiations are ongoing surrounding the office space.
5. Further information of activity can be found in the reports from the committee chairs and the BERA Chief Executive.
6. The major issue is the inability to plan for the medium-term and to refocus our activities accordingly. With the ongoing problems caused by Covid-19 the budget for 2022 is still a moveable feast. We hope a return to a well-attended physical Conference (as part of a wider blended events programme), and physical meetings for both governance and external representation is possible, as well as moving forward with the activity outlined in the Strategic Plan.

**2021 SUMMARY**

	<b>2020 DRAFT</b>	<b>2021 BUDGET</b>
<b>INCOME</b>		
<b>MEMBERSHIP</b>	<b>167,442</b>	<b>167,000</b>
<b>CONFERENCES &amp; EVENTS</b>	<b>-56</b>	<b>61,650</b>
<b>SIGS &amp; FORUMS</b>	<b>471</b>	<b>6,000</b>
<b>PUBLICATIONS</b>	<b>653,111</b>	<b>618,439</b>
<b>OTHER INCOME</b>	<b>99,117</b>	<b>58,000</b>
<b>TOTAL INCOME</b>	<b>920,085</b>	<b>911,089</b>
<b>EXPENDITURE</b>		
<b>MEMBERSHIP</b>	<b>1,575</b>	<b>7,000</b>
<b>CONFERENCES &amp; EVENTS</b>	<b>35,000</b>	<b>76,100</b>
<b>PUBLICATIONS</b>	<b>80,317</b>	<b>94,320</b>
<b>STAFFING &amp; PROFESSIONAL SERVICES</b>	<b>360,136</b>	<b>487,300</b>
<b>OFFICE</b>	<b>-29,723</b>	<b>157,000</b>
<b>GOVERNANCE</b>	<b>11,225</b>	<b>28,000</b>
<b>SIGS &amp; FORUMS</b>	<b>9,841</b>	<b>10,350</b>
<b>PUBLICITY &amp; ENGAGEMENT</b>	<b>4,613</b>	<b>18,800</b>
<b>AWARDS, BURSARIES &amp; FELLOWSHIPS</b>	<b>66,712</b>	<b>45,750</b>
<b>PROJECTS</b>	<b>36,746</b>	<b>124,500</b>
<b>OTHER</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURE</b>	<b>576,442</b>	<b>1,049,120</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>343,643</b>	<b>-138,031</b>
<b>W/O RESERVES</b>		<b>-83,031</b>



<b>Paper: Risk Register 06.10.21</b>		 <b>BERA</b> BRITISH EDUCATIONAL RESEARCH ASSOCIATION
<b>Author: David Chatterjee Nick Johnson</b>	<b>Date: 9th December 2021</b>	<b>Ref: AGM-2021-11</b>
<b>Summary:</b> This is the updated risk register. A Covid-19 focussed appendix has been added to the bottom of the register, this is to monitor the direct potential risks to the association caused by the pandemic.		

The BERA Risk Register is reviewed by the Risk Assessment and Audit Committee (RAAC) twice a year. RAAC acts as an independent and objective body, monitoring and assessing the risk to the organisation, the committee remit can be [found here](#). The committee itself has no decision-making powers but takes responsibility for the oversight and updating of the register and is responsible for horizon scanning in the field for developments which may develop into risks for the organisation.

The register is reviewed by the Finance & Operations Committee (F&OC), of which the RAAC Chair is also a member, and specific areas of interest are highlighted to each committee following BERA Council sign-off. Specific office staff, trustee roles, or committees are identified in the mitigation comments where it is thought that a risk has a particular impact in that area. As BERA Council are the trustees of the charity and hold overall responsibility for all risk management, they are not referenced in any mitigation comments.

### Risk Score

The risk score is calculated as *Probability x Impact* where:

Probability	Definition	Impact	Definition
5	High Risk - occurring at present and likely to do so over the next two years	5	Catastrophic – Significant negative outcomes which would take major effort to resolve and may threaten sustainability
4	Probable Risk - likely to occur over the next two years	4	Major - Major negative outcomes which would make a large impact but do not threaten sustainability
3	Possible Risk - 20-50% possibility of occurring in next two years	3	Important - If this occurs BERA will be negatively impacted and charitable efforts may be marginally impacted
2	Unlikely Risk - 5-20% possibility of occurring in next two years	2	Moderate - If this occurs BERA will be negatively impacted to a moderate degree
1	Remote Risk - <5% possibility of occurring in next two years	1	Slight – If this occurs BERA will be negatively impacted to a slight degree

The maximum score is therefore 25 and those risks falling between 16-25 are considered severe, 8-15 serious and 0-7 minor, with the risks being RAG (red, amber, green) rated accordingly.

Risk	Definition
Severe: 16 - 25	Immediate action required; robust contingency plans in place and risk under constant review
Serious: 8 – 15	Required heightened awareness and specific procedures in place
Minor: 0 – 7	Maintain awareness in case of change

A summary table highlights the risks by their RAG rating and is updated after each review.

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
<b>Corporate Governance (CG)</b>							
CG1. BERA fails to fulfil its obligation as a charity or limited company	Reputational, legal, or financial ramifications lead to the shut-down of BERA as an organisation.	1	4	4	4	4	<ul style="list-style-type: none"> <li>- Full operating policies, procedures and guidance are well established and in place as part of BERA handbook, which is subject to annual review.</li> </ul>
CG2. Failure to establish and maintain effective communications and relations between the strategic and operational divisions within BERA.	Breakdown of communication between the professional office and committee members impacts on BERA's work	1	4	4	4	4	<ul style="list-style-type: none"> <li>- F&amp;OC provides clarity of roles and further support for officers and members.</li> <li>- The office provides long-term continuity and institutional memory and ensures that operational aspects are maintained.</li> <li>- This risk was stressed tested with Covid-19, the BERA staff have been successfully remote working, and governance meetings have been held virtually.</li> </ul>
CG3. Failure to maintain strategic and effective international relationships	Damage to BERA's international profile and reputation, resulting in wider consequences for the organisation	1	3	3	3	6	<ul style="list-style-type: none"> <li>- Council has developed an international strategy and regularly reviews its links.</li> <li>- BERA continues to pursue further bilateral links with international counterparts.</li> <li>- BERA been accepted into WERA, and Brexit has so far had no negative effect on relationships with EERA</li> </ul>
CG4. A shortage of volunteers to fill	Failure to maintain quality of academic work	1	4	4	4	8	<ul style="list-style-type: none"> <li>- Clarity of policies and procedures help to clarify roles and remits. Conference attendance is used to</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
academic and committee posts							<p>publicise roles and encourage engagement. Support and the possibility of remuneration for volunteers is regularly reviewed.</p> <ul style="list-style-type: none"> <li>- The most recent Council elections were strongly contested. Covid19's impact on members' availability and enthusiasm to take on voluntary work will be closely monitored.</li> </ul>
CG5. Failure to implement the Code of Conduct, resulting from confusion relating to members' dual roles (within BERA and within their institutional employment)	Failure to agree appropriate processes and sanctions, if necessary, leads to tensions between staff and volunteers	1	4	4	4	4	<ul style="list-style-type: none"> <li>- Addressing issues relating to BERA Code of Conduct remain both timely and relevant given the attention to such issues in both social and mainstream media. The Code of Conduct is reviewed regularly.</li> </ul>
CG6. BERA struggle to recruit staff and the time and finances required to set up BERA as a separate employer become prohibitive	BERA is unable to continue with the current level of activity, leading to a decline in engagement. Uncertainty over office space and employment contracts hinders recruitment.	3	4	12	12	12	<ul style="list-style-type: none"> <li>- An MoU is being drafted between BERA and UCL.</li> <li>- BERA has begun the process of directly employing staff and this is progressing well with a target date of January 2022 for all policies and procedures in place. Professional advice is sought where appropriate. Detaching current staff from UCL may bring other recruitment challenges.</li> <li>- Sean Hayes offered to work directly with BERA in this area</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
<b>Corporate Governance (CG) – UCL and IOE Risks</b>							
CG7. Failure to maintain effective working relations with IOE	Relationship deteriorates and has a knock-on impact on office capacity, resulting in a reduction of member offering	2	5	10	10 (UCL and IOE combined)	10 (UCL and IOE combined)	<ul style="list-style-type: none"> <li>- BERA is proactive and continues to work with IOE to establish a secure working relationship and to fulfil its duty of care.</li> <li>- Employment policies have been drafted, with the assistance of an independent HR specialist, and progress has been made on pensions. BERA has employed temporary staff, now the focus can move to permanent staff and a transfer for current staff</li> </ul>
CG8. UCL risk detached from IOE as they can make unilateral decision without consultation. Failure to maintain effective working relations with UCL	Loss of adequate office space, difficulties in communication to develop a timely MoU leads to organisational instability	4	5	20	N/A	N/A	<ul style="list-style-type: none"> <li>- Limited mitigation possible, proactive and strong relationship with IOE retained to ensure we have a voice</li> </ul>
CG9. Office premises become unfit for purpose or BERA are asked to leave the building at short notice	Organisational stability is threatened, financial consequences become too expensive, office space offered inadequate and this further unsettles staff	4	5	20	4	9	<ul style="list-style-type: none"> <li>- UCL recognise the need for BERA to operate on their premises and would provide adequate notice to BERA. A property consultant has been scoped and reassured turnaround would take approximately 3-5 months.</li> <li>- Desks and equipment are owned by BERA.</li> <li>- Staff have been unable to work from the office due to Covid-19</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
	during the own employer project						and work has not been significantly impacted - Meeting IOE frequently to ensure BERA are updated about this
CG10. Staff morale is lowered by issues of office capacity and uncertainties over future maintenance of effective working relations with UCL.	Turnover of staff is increased, leading to a loss of institutional knowledge, skills and effectiveness in operations	4	4	16	12	12	- Office operations are reviewed in line with BERA's strategic priorities - BERA are able to act more nimbly through direct recruitment - Staff benefits are being scoped out as part of the work setting up as our own employer and staff are consulted at every stage of the project. Those on leave are copied into correspondence.
<b>Finance and Operations (FO)</b>							
FO1. Major drop in membership income	Financial position is impacted (membership is c.18% of income)	2	3	6	9	9	- Membership strategy is in place and membership is currently at record levels - Launch of small grants fund and digital resources have encouraged growth
FO2. Major drop in income or failure to benefit from engagement with publishers. It must be stressed Open Access is the largest risk to the organisation.	BERA's financial position is imperilled due to a fall in publications income. Publications is c.64% of overall income and would have a large impact on BERA's activity and	4	5	20	20	20	- Developments in open access publishing are kept under regular review but aspects of the likely impacts are beyond BERA's control. - A new contract has been established with Wiley with increased guarantee. - £380,000 has been designated from the reserves should there be immediate impact from OA and

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
	sustainability. This is a live and evolving risk, which is impacting BERA currently with a likely drop of 5-10% in the budgeted income for 2020.						<ul style="list-style-type: none"> <li>financial scenario planning has taken place.</li> <li>- BERA responds to all consultations and stays abreast of news with OA through membership to AcSS and Society Publishers' Coalition.</li> </ul>
FO3. BERA's investment strategy and management of reserves fail to respond to volatility	Volatility created by uncertainties, such as Brexit and Covid-19, lead to substantial financial loss.	3	3	9	10	15	<ul style="list-style-type: none"> <li>- Reserve and investment strategy kept under review by F&amp;OC.</li> <li>- BERA frequently monitors the investments receives an annual statement from the Investment Company. These funds are intended not required in a short-term</li> <li>- BERA's reserves have been spread outside of investments for a degree of safety but the external climate remains highly volatile.</li> </ul>
FO4. Catastrophic destruction, or if the office is inaccessible, of office or a public liability incident occurs on BERA premises.	BERA's operations are unable to function smoothly. A public liability incident would have financial ramifications.	1	3	3	3	3	<ul style="list-style-type: none"> <li>- All records held electronically; and public liability insurance is in place.</li> <li>- The BERA Office has been successfully remote working since March 2020, with the main issue surrounding the whereabouts of post.</li> </ul>
FO5. Failure in the efficiency of the BERA Office as a result of	Large fine and removal of charity status.	2	3	6	6	6	<ul style="list-style-type: none"> <li>- The employment of a part-time qualified accountant within the office to manage the accounts</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
experiencing a negative outcome VAT inspection							and financial procedures continues to be effective.
FO6. Failure of IT systems including data protection resulting from infrastructure failure, inappropriate procedures or external attack.	BERA staff are unable to work effectively and BERA activity suffers	2	5	10	10	10	<ul style="list-style-type: none"> <li>- Data protection procedures are reviewed frequently, and an external provider contracted for overall defence and security.</li> <li>- Ransomware guidance is in place, with additional IT protections.</li> <li>- This has been stress tested with Covid-19 and remote working</li> </ul>
FO7. Failure in public confidence as a result of non-compliance with regulations or the failure of resources to meet the data management requirements of the General Data Protection Regulations	A maximum fine of up to 4% of annual turnover for not adhering to regulations.	2	3	6	6	6	<ul style="list-style-type: none"> <li>- This risk is relatively low because of procedures in place for ensuring data protection and compliance with legislation. The data management is kept under review to ensure resourcing remains adequate.</li> <li>- Phishing attack training is undertaken for all staff members.</li> </ul>
<b>Membership (M)</b>							
M1. A stagnation of BERA membership numbers reduces capacity of BERA to represent educational researchers in the four nations and	BERA's work becomes too Anglo-centric	2	4	8	8	8	<ul style="list-style-type: none"> <li>- BERA membership and the relevance of the BERA offer in relation to the contemporary landscape, including the four nations, international membership, practitioners' studies and grassroots bodies is kept</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
beyond. Member numbers have increased in Wales but stagnated in Scotland and NI.							<ul style="list-style-type: none"> <li>under review by the Engagement Committee.</li> <li>- Fee levels are reviewed regularly. BERA and the four nations will be kept under review and may form a new risk in future.</li> <li>- Launch of small grants fund and digital resources have encouraged growth</li> </ul>
M2. Failure in SIG membership or continuity in SIG leadership	Risk of inactivity or lack of engagement with BERA activity and a reduction of those applying for senior leadership roles.	2	3	6	6	6	<ul style="list-style-type: none"> <li>- An annual review of SIGs is carried out by Engagement Committee and levels of activity monitored and addressed if they become problematic.</li> <li>- A wholesale review of the SIGs is underway and has been delayed due to Covid-19. This is being linked to the updated Strategic Plan. The outcome of the SIG review may have implications on how this is defined and scored in the future.</li> </ul>
M3. Liaison between SIGs and each other, as well as with the BERA office and BERA's Council and Committees is poor.	Exposes BERA to reputational risk	2	3	6	6	6	<ul style="list-style-type: none"> <li>- Active monitoring is now enhanced by clarity over policies and remits provided by website handbooks. The outcome of the SIG review may have implications on how this is defined and scored in the future.</li> </ul>
<b>Events (E)</b>							
E1. Events, including the Annual Conference, do not	Income and delegate numbers are inexorably	2	3	6	6	6	<ul style="list-style-type: none"> <li>- An Events Manager is in place. All events are conducted in line with established policies and are</li> </ul>

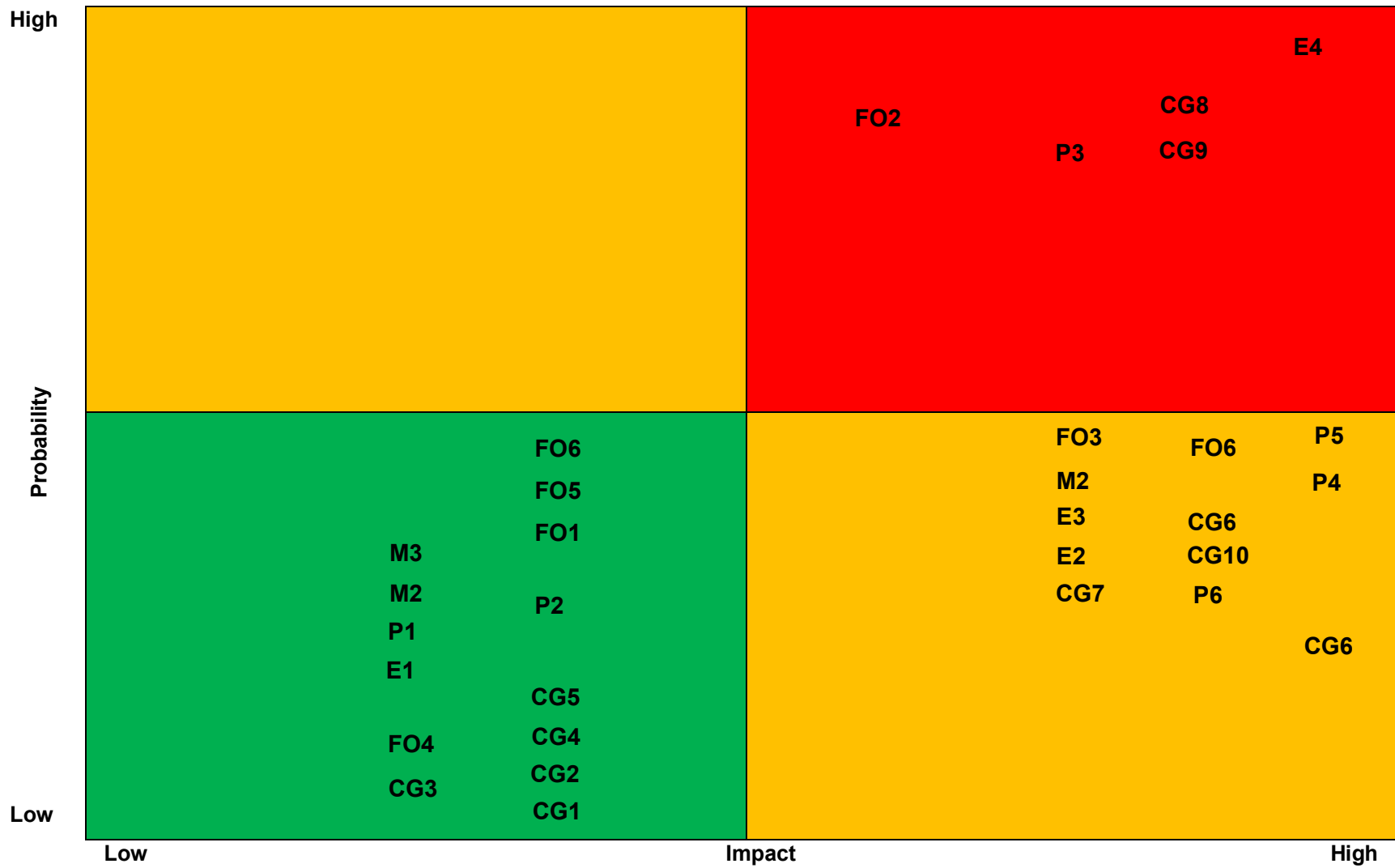


Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
pay for themselves and incur financial liabilities for BERA.	linked, a fall in delegate numbers would lead to financial liabilities.						<p>closely monitored by the Events Manager. SIG events are assisted by an Events Officer.</p> <ul style="list-style-type: none"> <li>- Conference &amp; Events Committee will discuss the medium/long-term structure of conference, particularly with the associated costs of a blended event.</li> <li>- Staff time will be costed into event planning for a clearer budgetary picture</li> </ul>
E2. The academic reputation of the annual conference declines.	Fewer submissions and attendees impacts on BERA both financially and reputationally.	2	4	8	8	12	<ul style="list-style-type: none"> <li>- Submission of abstracts to conference remains strong and the process is reviewed annually. Conference Committee is encouraged to attract leaders in the field in order to boost attendance.</li> <li>- Covid-19 has stress tested this item and submissions for Conference 2021 increased, showing academic standards remain robust.</li> </ul>
E3. Disruption to the annual conference as a result of administrative failure resulting from staffing or resourcing difficulties.	Delegate experience suffers, leading to a reduction in submissions and attendees in future.	2	4	8	8	8	<ul style="list-style-type: none"> <li>- Systems and processes are maintained and filed electronically. Contingency plans are in place and are being used effectively.</li> <li>- An Events Officer works closely with the Events Manager</li> </ul>
E4. Catastrophic event, such as	Financial risk is increased the	5	5	25	25	25	<ul style="list-style-type: none"> <li>- Conference Committee monitors Government Guidance on security</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
Covid-19, curtails conference and impacts on membership. USS strikes effect the attendance or reputation of Conference	closer to the actual conference a catastrophic event occurs.						and safety requirements of host institutions. The Events Manager and Chief Executive are empowered to make quick operational decisions without needing to consult the committee. - BERA was able to withstand the cancellation of Conference in 2020, however the timing of catastrophic events will not always align to reduce costs for BERA.
<b>Publications (P)</b>							
P1. The editorial control of publication and media outlets fails or creates problems with administration or reputation	Threats to BERA's academic reputation leads to a reduction in submissions to the journal.	2	2	4	4	4	- All editorial roles are subject to contractual agreements and monitored by the publishers. A publications committee is in place and a Publications Manager oversees the portfolio.
P2. Academic standard of BERA publications drops.	Submissions of quality articles drops, leading to a lowering of impact factor	2	3	6	6	6	- Publications Committee maintains oversight of all BERA publications and Chair of Publications Committee liaises with Editorial Groups.
P3. New rules in open access publication undermine the operation of BERA's existing journals.	BERA's journals become less attractive to publish in, with a detrimental impact on quality	4	4	16	15	15	- An increased contract has been signed with the publisher. However, the longer-term risk remains great. Publications Committee continues to monitor the situation and the impact upon our current sources of income.

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
							<p>The role of the Journal has remained central to academic life.</p> <ul style="list-style-type: none"> <li>- BERA is committed to diversity in the journals and OA may impact on this, out of BERA's control</li> </ul>
P4. Numbers able to review journal submissions due to academic workload decline.	Time to submission increases leading to a reduction in journal standards	3	5	15	15	10	<ul style="list-style-type: none"> <li>- As pressures on academic time increase, people might be more reluctant or unable to take journal roles. A publications manager is in post and has alleviated pressure.</li> <li>- Pressures on reviewing have been felt across all learned societies and this is not unique to BERA</li> </ul>
P5. Numbers interested in editing decline.	Three of the four BERA journal editorial teams are due for renewal by the end of 2023 and journal stability would be impacted.	2	5	10	10	N/A	<ul style="list-style-type: none"> <li>- The process for appointment for editors is kept under review by the Publications Committee and Publications Manager</li> <li>- BERJ may implement a rolling editorial team process</li> </ul>
P6. Relationships between, BERA and editors/editorial teams with BERA's publishers become problematic.	Tensions between BERA and the publishers leads to delays with the journals	3	4	12	12	6	<ul style="list-style-type: none"> <li>- Concerns have been raised with the level of service received from the publisher and the Publications Manager manages these.</li> <li>- The robust journal terms of reference have strengthened relationships with editors</li> </ul>

Summary of Risks - 24.03.21



Area of Risk	Number of Risks			Total
	Red	Amber	Green	
Corporate Governance	2	3	5	10
%	20%	33%	50%	100%
Finances and Operations	1	3	3	7
%	14%	43%	43%	100%
Membership	0	1	2	3
%	0%	33%	67%	100%
Events	1	2	1	4
%	25%	50%	25%	100%
Publications	1	3	2	6
%	0%	67%	33%	100%
<b>All risks</b>	<b>5</b>	<b>12</b>	<b>13</b>	<b>30</b>
<b>% of Total</b>	<b>17%</b>	<b>40%</b>	<b>43%</b>	<b>100%</b>

<b>All risks previous period</b>	<b>2</b>	<b>13</b>	<b>14</b>	<b>29</b>
<b>% of Total</b>	<b>7%</b>	<b>45%</b>	<b>48%</b>	<b>100%</b>

## Appendix One – Covid-19 Risks – 06.10.21

The committee are aware of the risks and they are integral to the overall risks, adding additional layers, but most identified areas are not wholly Covid-19 based risks and therefore feature on the main register. The list below are under particular review due to Covid-19.

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
<b>Corporate Governance (CG)</b>							
CG2. Failure to establish and maintain effective communications and relations between the strategic and operational divisions within BERA.	Breakdown of communication between the professional office and committee members impacts on BERA's work	1	4	4	4	4	<ul style="list-style-type: none"> <li>- F&amp;OC provides clarity of roles and further support for officers and members.</li> <li>- The office provides long-term continuity and institutional memory and ensures that operational aspects are maintained.</li> <li>- This risk was stressed tested with Covid-19, the BERA staff have been successfully remote working, and governance meetings have been held virtually.</li> </ul>
CG4. A shortage of volunteers to fill academic and committee posts	Failure to maintain quality of academic work	1	4	4	4	8	<ul style="list-style-type: none"> <li>- Clarity of policies and procedures help to clarify roles and remits. Conference attendance is used to publicise roles and encourage engagement. Support and the possibility of remuneration for volunteers is regularly reviewed.</li> <li>- The most recent Council elections were strongly contest. Covid19's impact on members' availability and enthusiasm to take on voluntary work will be closely monitored.</li> </ul>
<b>Corporate Governance (CG) – UCL and IOE Risks</b>							
CG9. Office premises become	Organisational stability is	4	5	20	4	9	<ul style="list-style-type: none"> <li>- UCL recognise the need for BERA to operate on their premises and</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
unfit for purpose or BERA are asked to leave the building at short notice	threatened, financial consequences become too expensive, office space offered inadequate and this further unsettles staff during the own employer project						<p>would provide adequate notice to BERA. A property consultant has been scoped and reassured turnaround would take approximately 3-5 months.</p> <ul style="list-style-type: none"> <li>- Desks and equipment are owned by BERA.</li> <li>- Staff have been unable to work from the office due to Covid-19 and work has not been significantly impacted</li> <li>- Meeting IOE frequently to ensure BERA are updated about this</li> </ul>
<b>Finance and Operations (FO)</b>							
FO4. Catastrophic destruction, or if the office is inaccessible, of office or a public liability incident occurs on BERA premises.	BERA's operations are unable to function smoothly. A public liability incident would have financial ramifications.	1	3	3	3	3	<ul style="list-style-type: none"> <li>- All records held electronically; and public liability insurance is in place.</li> <li>- The BERA Office has been successfully remote working since March 2020, with the main issue surrounding the whereabouts of post.</li> </ul>
FO6. Failure of IT systems including data protection resulting from infrastructure failure, inappropriate procedures or external attack.	BERA staff are unable to work effectively and BERA activity suffers	2	5	10	10	10	<ul style="list-style-type: none"> <li>- Data protection procedures are reviewed frequently, and an external provider contracted for overall defence and security.</li> <li>- Ransomware guidance is in place, with additional IT protections.</li> <li>- This has been stress tested with Covid-19 and remote working</li> </ul>
<b>Membership (M)</b>							
M1. A stagnation of BERA membership numbers reduces	BERA's work becomes too Anglo-centric	2	4	8	8	8	<ul style="list-style-type: none"> <li>- BERA membership and the relevance of the BERA offer in relation to the contemporary</li> </ul>

Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
capacity of BERA to represent educational researchers in the four nations and beyond. Member numbers have increased in Wales but stagnated in Scotland and NI.							<p>landscape, including the four nations, international membership, practitioners' studies and grassroots bodies is kept under review by the Engagement Committee.</p> <ul style="list-style-type: none"> <li>- Fee levels are reviewed regularly. BERA and the four nations will be kept under review and may form a new risk in future.</li> <li>- Launch of small grants fund and digital resources have encouraged growth</li> </ul>
<b>Events (E)</b>							
E1. Events, including the Annual Conference, do not pay for themselves and incur financial liabilities for BERA.	Income and delegate numbers are inexorably linked, a fall in delegate numbers would lead to financial liabilities.	2	3	6	6	6	<ul style="list-style-type: none"> <li>- An Events Manager is in place. All events are conducted in line with established policies and are closely monitored by the Events Manager. SIG events are assisted by an Events Officer.</li> <li>- Conference &amp; Events Committee will discuss the medium/long-term structure of conference, particularly with the associated costs of a blended event.</li> <li>- Staff time will be costed into event planning for a clearer budgetary picture</li> </ul>
E4. Catastrophic event, such as Covid-19, curtails conference and impacts on	Financial risk is increased the closer to the actual conference a	5	5	25	25	25	<ul style="list-style-type: none"> <li>- Conference Committee monitors Government Guidance on security and safety requirements of host institutions. The Events Manager and Chief Executive are</li> </ul>




Risk	Consequence	Probability	Impact	Risk 06.10.21	Risk 24.03.21	Risk 21.10.20	Mitigation Actions
membership. USS strikes effect the attendance or reputation of Conference	catastrophic event occurs.						<p>empowered to make quick operational decisions without needing to consult the committee.</p> <p>- BERA was able to withstand the cancellation of Conference in 2020, however the timing of catastrophic events will not always align to reduce costs for BERA.</p>

**Summary:**

This paper outlines BERA Council membership 2021-2022 and is presented for information. BERA Council elections are now open, we would encourage all members who wish to stand to submit an application or email [secretariat@bera.ac.uk](mailto:secretariat@bera.ac.uk) for more information.

<b>BERA Council – September 2021 - September 2022</b>			
<b>Status</b>	<b>Member</b>	<b>Role</b>	<b>Term Ends</b>
	Dominic Wyse	President (Until September 2022, then Past-President)	Sept 2023
	Vivienne Baumfield	President-Elect (2020-2022)	Sept 2025
	Sean Hayes	Treasurer	Sept 2023
<b>Elected</b>			
			<b>All September</b>
	Gerry Czerniawski	Engagement Chair	2023
	Ros McLellan	Publications Chair	2024
	Mhairi Beaton	CEC Chair	2025
	Oliver Hooper	ECR Representative	2022
	Richard Race		2023
	Alison Fox		2024
	Tanya Ovenden-Hope		2024
	Sarah Seleznyov		2024
	Barbara Skinner		2024
	Yuwei Xu		2025
	Sally Power		2025
	Vacant		
<b>Co-opted</b>			
	Vacant		
	Vacant		
	Vacant		
	Morag Redford		Dec 2023
	Marlon Moncrieffe		Sept 2025
	Paul Miller		Sept 2025

<b>Paper: AGM Minutes for Approval 07.12.20</b>		 <b>BERA</b> BRITISH EDUCATIONAL RESEARCH ASSOCIATION
<b>Author: David Chatterjee</b>	<b>Date: 9<sup>th</sup> December 2021</b>	<b>Ref: AGM-2021-13</b>
<b>Summary:</b> This paper is the minutes for the 2020 AGM and is for approval at this meeting.		

**Minutes of the 44<sup>th</sup> BERA Annual General Meeting** to be held on Monday 7<sup>th</sup> December 2020, 14:00-14:50, held virtually via [www.bera.ac.uk](http://www.bera.ac.uk)

**Attendance:**

Dominic Wyse	DW	Chair/ BERA President
Vivienne Baumfield	VB	BERA President-Elect
Sean Hayes	SH	BERA Treasurer
Gerry Czerniawski	GC	Engagement Chair
Mhairi Beaton	MB	CEC Chair
Ros McLellan	RM	Publications Chair
Nick Johnson	NJ	BERA Chief Executive
David Chatterjee	DC	BERA Governance Manager

Lesley Saunders	Sarah Seleznyov	Carmel Capewell
Elizabeth Killen	Olivene Burke	Lorna Hamilton
Sarah Elaine Eaton	Megan Crawford	Barbara Skinner
Nikki Fairchild	Richard Race	Marlon Moncrieffe
Ian Menter	Gary McCulloch	Yuwei Xu
Mary James	Andrew Clapham	Mabel Encinas
Bassingha Laurence	Kevin Smith	Darcia Roache
Jan Georgeson	Alison Fox	Richard Pountney
James Reid	Khairul Islam	Yan Qiao
Bernadette McCurrie	Janet Orchard	Thu
Ruth Boyask	Lovina Emejulu	
Paul Campbell	Gary Beauchamp	Charlotte Vidal-Hall <i>via proxy</i>
Morag Redford	Tanya Ovenden-Hope	

No.	Item	Action
<b>1 – Welcome</b>		
1.	DW opened the meeting at 2:00pm and welcomed the attendees.	
<b>2 – Declarations of conflicts of interest</b>		
2.	Any declarations of interest are to be sent to <a href="mailto:secretariat@bera.ac.uk">secretariat@bera.ac.uk</a>	
<b>3- Amendments to the Articles of Association</b>		<b>AGM-2020-01</b>
<b>3.1 One-off variation to the Articles due to Covid-19</b>		
3.	NJ outlined the proposed one-off variation, highlighting the degree of stability this would bring in a period of great uncertainty, and noted the delayed activity, both internally and externally, during 2020.	
4.	The resolution of a proposed one-off variation to the Articles of Association, extending the current President's and Vice-President's terms by one year was approved unanimously by the membership.	
<b>4 – Annual Reports</b>		
<b>4.1 – President's Report</b>		<b>AGM-2020-02</b>
5.	Paper presented for information. DW thanked NJ, the BERA staff and BERA members for their work over the year. Gary McCulloch was thanked for his work as President.	
6.	DW outlined the State of the Discipline project, introduction of the College of Reviewers, Presidential Roundtable events and their efforts to increase the link between policy and practice, rejoining WERA and holding academic writing workshops in collaboration with them, and the updating of the BERA strategic plan as key and ongoing developments for BERA.	
<b>4.2 Publications Committee Report</b>		<b>AGM-2020-03</b>
7.	Paper presented for information. All four journals have now moved under one publisher, Wiley. This has led to the creation of a BERA journals hub on the Wiley site, an article	

	transfer network and the introduction of free format submission. The BERA Blog continues to grow from strength to strength and <i>RI</i> is a popular and key member benefit.
8.	VB noted highlights from the Publications Report. <i>Curriculum Journal</i> was translated into Welsh for the first time, the reconstitution of the <i>BERJ</i> editorial board, with thanks to the outgoing Chair Cate Watson, <i>BJET's</i> 50 <sup>th</sup> anniversary and fellowship, and extended thanks to Carole Torgeson for her work with <i>RoE</i> .
9.	VB introduced RM and RM thanked VB for her work as Publications Chair.
<b>4.3 Engagement Committee Report</b> <span style="float: right;"><b>AGM-2020-04</b></span>	
10.	Paper presented for information. GC highlighted the record level of teacher members, the ongoing work to improve diversity, and outlined current and future award opportunities.
11.	Thanks were made to the BERA Office and SIG and ECR Network convenors, particularly in their development of the digital resources page as a member resource.
<b>4.4 Conference &amp; Events Committee Report</b> <span style="float: right;"><b>AGM-2020-05</b></span>	
12.	Paper presented for information. MB noted that, while the 2020 Conference was cancelled due to Covid-19, this sped up the provision of online events for BERA which are all recorded for use of the BERA members. MB thanked the BERA Office, Conference & Events Committee and all contributors to these online events.
13.	The 2021 Conference will be an entirely virtual event, this decision has been made early to provide a degree of certainty to those submitting abstracts. The abstract submission deadline has been moved to 28 <sup>th</sup> February 2021. Further details on the virtual Conference will be published later this year, with full details to come in early 2021.
<b>4.5 Chief Executive's Report</b> <span style="float: right;"><b>AGM-2020-06</b></span>	
14.	Paper presented for information. NJ thanked the professionalism of the BERA Office in working throughout the Covid-19 pandemic and thanked the membership, with particular thanks to those members serving leadership roles and on committees within the organisation.
15.	It was reported the accrued funds owed to UCL had been settled and these will be added to BERA's reserves. BERA have appointed an external HR consultant to scope setting up BERA as its own employer. There is no imminent return date to the BERA Office, and it is hoped that a firmer agreement will be reached between UCL and BERA relating to the office premises.
16.	BERA is committed to improving diversity at all levels of the organisation, with BERA Council confirming key actions at their upcoming meeting in January. It is intended that the diversity statistics will be presented and reported on at the AGM to highlight any progress made.
<b>4.6 Financial Reports</b>	
<b>4.6.1 Treasurer's Report</b> <span style="float: right;"><b>AGM-2020-07</b></span>	
17.	Paper presented for information. Thanks were extended to the Finance & Operations Committee and to Steve Strand for his term on the committee. It was underlined BERA remains in a strong financial position.
<b>4.6.2 BERA Audited Accounts 2019</b> <span style="float: right;"><b>AGM-2020-08</b></span>	
18.	Paper presented for information.
<b>4.6.3 BERA 2020 Budget</b> <span style="float: right;"><b>AGM-2020-09</b></span>	
19.	Paper presented for information. SH reported while turnover is likely to be c.30% below budget, expenditure has reduced in line with this. The unknown future impact of Covid-19 on membership and events, coupled with the changing Open Access landscape, may impact future budgets, but BERA has strong reserves to weather any medium-term storm. The volatility of the investment account was noted.
20.	Due to the uncertainty, Finance & Operations Committee were presented three separate 2021 budgets at their November meeting and agreed the direction of travel and this budgeting approach. These will be refined further prior to the year end.
<b>4.7 Risk Update</b> <span style="float: right;"><b>AGM-2020-10</b></span>	
21.	Paper presented for information. Thanks were extended to Diana Burton and the rest of the Risk Assessment and Audit Committee.
<b>5 - Notification of BERA Election Results</b>	
<b>5.1 Council Membership 2020/21</b> <span style="float: right;"><b>AGM-2020-11</b></span>	
22.	The strong range of candidates at the last election was noted and the current Council membership was presented for information.

23.	BERA are currently <a href="#">seeking nominations to join Council</a> from members of all background, with terms beginning in 2021.
24.	Gary McCulloch was thanked for his service in a number of roles on Council, most recently as President and Vice-President.
<b>6 – Minutes (9<sup>th</sup> September 2019) <span style="float: right;">AGM-2020-12</span></b>	
25.	Should there be any queries regarding the minutes, members should email <a href="mailto:secretariat@bera.ac.uk">secretariat@bera.ac.uk</a>
<b>7 - AOB</b>	
26.	A question was submitted about <i>RoE</i> 's rejection by the SSCI. More feedback has been requested from the SSCI for the reasons behind this, with it noted they are opaque about their working.
<b>8 – Upcoming Projects</b>	
27.	While the 2021 Conference is virtual, it is hoped that an in-person event comprising of the BERA award winners and the AGM could be run in the Autumn.
28.	It as reported Council elections are open for applications, the new series of the BERA podcast will launch in the new year, virtual events will remain free for all members for 2021 and the schedule is being filled, and several award opportunities remain open. The weekly newsletter highlights BERA and wider activity in the field.
29.	The attendees of the event were again thanked and the meeting closed at 14:50pm.