

Registered Charity No. 1120058
Company No. 6203863



ANNUAL DIRECTORS' REPORT

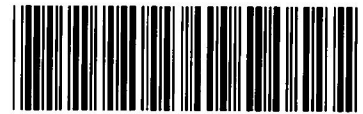
Year End
31st January 2021

Registered office: 8 Marshalsea Road, London SE1 1HL

Email: office@transformworkuk.org

Website: www.transformworkuk.org

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Transform Work UK

**Annual Directors' Report for the year
01st February 2020 - 31st January 2021**

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Transform Work UK
LEGAL AND ADMINISTRATIVE INFORMATION

Charity number 1120053
Company Number 6203863

Directors during the period: **Mr Julian Shellard (Chair)**
Mrs Jayne Payne (resigned 3/5/21)
Mrs Susan Harrison (resigned 3/5/21)
Mr Christian Fitzgibbon (resigned 15/10/20)
Ms Ofonimeh Abudu (appointed 15/10/20)
Mr Stephen Matthews (appointed 20/4/20)
Mr Malcolm Shaw (appointed 3/5/21)

Principal address
and registered office: 8 Marshalsea Road
London
SE1 1HL

Independent Examiner: Mrs C M Cowgill ACA
4 Penny Meadow
Capel St Mary
Ipswich
Suffolk
IP9 2UU

Bankers Santander UK plc
Bootle
Merseyside
L30 4GB

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 JANUARY 2021

Introduction

The directors present their report and financial statements of the charity for the year ended 31 January 2021. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) *Accounting and Reporting by Charities (revised 2015)* in preparing the annual report and financial statements of the charity.

Directors' Responsibilities

Charity law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that year. In preparing those financial statements the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The directors are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Organisation and Status

Transform Work UK (TWUK) operates under a Memorandum of Association and Articles of Association. It was registered as a charity on 2nd May 2007 following a merger of two charities with similar objectives (Christian Workplace Forum and Getting God to Work). It has the charity registration number 1120053 and is also registered as a company with the number 6203863. Its main purpose is the advancement of the Christian faith in the workplace by means of the development and support of Christian Workplace Groups.

Directors in addition to those named above may be recommended to the Board for approval by the current directors.

Operational leadership of the organisation was exercised by Mrs. Ros Loaker in her role as Chief Executive Officer. She headed up the core team responsible for guiding the day-to-day activities of the organisation. A volunteer continued in his role as Pastoral and Prayer Co-ordinator.

Public benefit

The charity Directors have complied with their duty to have due regard to the guidance on public benefit in section 4 of the 2011 Charities Act, and the supplementary guidance on the advancement of religion for the public benefit, published by the Charity Commission, in exercising their powers and duties.

REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS

The Board of Directors met formally four times over the year with further business being conducted via informal means of communication such as email and conference calls.

Transform Work UK delivers its charitable objectives through:

- Supporting and equipping Christian Workplace Groups to reach their full potential based on Christian values, to the benefit of their organisations. Groups pass through several stages of development from early formation to full recognition at management level. Support is offered through one-to-one meetings with group leaders, visits to groups, regular telephone and email contact.
- Providing workshops and other events for all those involved with Christian Workplace Groups to come together for mutual support and equipping.
- Supplying helpful literature in the form of booklets and workbooks for leaders and groups
- Providing a website with links to helpful articles and a contact database so that Christian Workplace Groups can be easily located by anyone interested and their activities publicised.
- Working together with other organisations with similar objectives.

Our vision is to inspire Christians to transform the workplace and the nation. Our strategy for fulfilling the vision includes building and supporting vibrant and effective Christian workplace and professional groups, envisioning young people, providing a voice for the workplace Christian, and providing resources and networking opportunities

The report that follows summarises the activities of Transform Work UK (TWUK) during the past year 01 February 2020 to 31 January 2021.

Annual Report

1st February 2020 - 31st January 2021

Our ministry to connect, equip and support workplace Christians to transform their workplace and the nation has continued to thrive despite the unusual circumstances around the pandemic in 2020. There has been a shaking across the Christian community as the UK government deemed The Church nonessential and church doors remained closed. Yet we saw an increased need for Christian Professional, Sector and Workplace Groups during this time. Transform Work UK had many enquiries asking us for stories from the frontline and many were asked to speak on Christian Radio / TV channels. Working Christians were very essential during this season and continue to be so.

Ambassador Team

During Covid many of our team had time to stop, reflect and reevaluate their lives which resulted in Alan Holdsworth and John Kay leaving Transform Work UK. Also David MacFarlane having faithfully served as Ambassador Team Coordinator for over a year asked to step back from this role and to give his voluntary time with us to being an Ambassador as well as supporting us through discipleship training. We welcome this and look forward to his future contribution. At the same time three new ambassadors joined us; Rupert Bobrowicz based in Peterborough who joined Adrian Holloway's team, Lee Higson, based in Bolton who joined Steve Matthews' team and Anna Somuyiwa who started working with Julian Shellard to support Christian Workplace Pharma Groups. Altogether we have 15 Ambassadors.

The monthly Tuesday lunchtime calls continue and have been a lifeline along with the ambassador WhatsApp group. For most it has been difficult to engage / connect with group leaders who have either been furloughed or are under new pressures so that running their Christian Workplace Group and responding to Ambassadors is no longer a priority and we unfortunately have had to put several groups into the category, 'former'. However, there have been wonderful testimonies where floundering groups pre covid have regrouped, clung together in prayer using whatsapp daily sharing requests and answers for prayer for colleagues and family members. Where some groups were meeting monthly, they are now meeting weekly, where some groups had a few people attending in person, now they have 20 plus because colleagues can jump on a zoom call. We also receive reports of groups running online Alpha courses fully endorsed by their organisation and a greater openness to receiving prayer. New groups have started, we've helped workers set up interfaith networks and advised HR managers in the same vein. We also represented Christian leaders in their organisation's online Diversity & Inclusion meetings.

Pastoral and Prayer Lead

Prayer increased within the Transform Work UK team generated by the Board of Directors who all joined for a weekly zoom prayer call which was open to all our team and wider network. We often invited leaders of Christian Professional and Sector Groups and team members including our associates to share with us their concerns and testimonies. We then in turn would intercede with and for them allowing the Holy Spirit to minister. These were incredibly special times of drawing closer to The Lord and to one another as a team.

Femi Idowu continued to give pastoral guidance to those connected within Transform Work and we are so thankful for his ongoing support for this workplace ministry.

Associates

Collin & Lyndsey Seale continue to be available to support and equip workplace Christians, however this has not been easy this year as they were unable to head into workplaces. Although Andy Moore stopped working full time with Oxford Centre for Christian Apologetics, he expressed a keen desire to continue with his role as our associate to deliver apologetics for workplace groups. All were delighted.

Christian Workplace Groups

- We record the details of our groups and how they are getting on. Note that this year, our figures are incomplete due to the impact of Covid and an outage in our database which has now been addressed. From the data available,
- 23 new groups were grown and supported
- 45 groups met with our ambassadors face to face, including Zoom and Teams video calls
- 194 groups had a meaningful two-way connection with our ambassadors, including online contact
- 67 groups are flourishing, 76 improving, 43 struggling, 40 failing (we are still completing our assessment across all groups)
- The groups are at different stages of development
 - Level 1: individual (84 individuals)
 - Level 2: initial contact (55 groups)
 - Level 3: early formation (122 groups)
 - Level 4: organisational acceptance (149 groups)
 - Level 5: formal integration (71 groups)
 - Level 6: organisational celebration (53 groups).
- This gives us a total of 450 formed groups and 84 potential future groups.

Christian Professional and Sector Groups

At the start of the year Ros Turner continued to support around 42 Christian Professional and Sector Groups (CPSGs) providing the opportunity for leaders to build relationally via a monthly conference call with varying attendance. When covid hit there was a new desire for leaders of CPSGs to connect online via zoom to support each other relationally and in prayer. Covid had an impact on each CPSG, with obvious repercussions in the health sectors. Information was disseminated across our individual networks as each group shared. We were keen to encourage the Christian community to intercede for the issues facing each profession and sector.

There were many 'firsts' during this year. In April Transform Work UK was asked to lead the European set for *Prayer for Tech* (a global 24hour online prayer and worship) thus a new CPSG was added to our network. Several new groups were formed; Christians in Allied Health, Christians Working with the Bereaved, Christian Care Home Network, not surprisingly these

groups came about due to the current climate. In June, the Association of Christian Counsellors asked to join the CPSG network which was a real boost to the groups. They brought with them wisdom and practical help for all groups on how to best administer pastoral support during this season and offered their counselling services across the network.

As the restrictions eased many CPSG leaders went back to work having been on furlough, thus many were not able to attend the weekly prayer sessions that still continue. However, the WhatsApp group continues to be active with information sharing, support and prayers. As leaders met to pray, ideas sparked and there is now new impetus to work together around common projects such as an online Christian Careers Conference for young people heading into the workplace, collectively re-connecting with student bodies such as UCCF, Graduate Impact. The groups have worked together to produce a how-to social media document so more groups are able to learn and get online to be more visible, so others are able to join them. There is also a desire to have a CPSG web portal which Ros is working towards with a team from within the Network. Altogether by Feb 2021 we had 46 CPSGs and a growing relational network.

International Connections

Resulting from the pressures of 2020 one of the areas which was not intentionally pursued was our international connections. Although we had zoom prayer calls with Transform Work Italy and also kept communication alive with our sister organisation in the USA, Faith and Work Movement, we were not able to actively pursue and consolidate new relationships with those new contacts in India, Netherlands, Germany, Nigeria.

Website and Database Improvements

Much time and effort were taken up with this project. We are thankful to those who gave of their time, talent, and resources to help us. Unfortunately, due to the pressures brought about by the pandemic our website migration was not a success and a decision was made to return to our former site providers.

Strategic Direction 2021-2025

Building on the successful survey carried out by Eido Research in 2019 that revealed the areas of success of groups and areas to improve, a strategy sub-committee was formed with the aim of producing a clear strategic direction for the next 5 years. In Jan 2020 Andrew Humphreys began the process of leading us through a Kellogg logic model to develop impact and outcomes.

Conference/Annual General Meeting

Our first ever online Celebration and AGM was held during this year with 2 pre meeting guest speakers, Dr Nick Shepherd of Everyday Faith and Phil Sital-Singh from Eido Research. It was a great success which we hope to build on at our next Celebration and AGM on Monday 20th September 2021 which will be our first hybrid meeting!

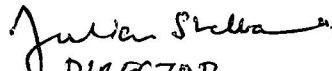
Practicalities

Although the London office closed in March 2020 work continued unhindered as networking meetings went online and during the year gathered momentum. We still attended and contributed to national and international meetings such as Thrive Scotland. Our localised networking events for Christian Workplace Groups went online and became national and at times international. We birthed our first Local Authority Christian Network online event and had people attending from York through to Southampton.

Transform Work UK has embraced the new online challenges and has adapted well to working remotely throughout 2020 to Feb 2021. We look forward to all the Lord has in store for us in 2021 as we continue to push forward in this all-important pioneering work of supporting workplace Christians so they can transform their workplace and together the nation!

Ros Loaker
CEO
Transform Work UK
September 2021

Julian Shellard
Chair of the Board
Transform Work UK
September 2021


DIRECTOR

Transform Work UK

Statement of Financial Activities, including Income and Expenditure Account for the year ended 31st January 2021

		Total funds 2021 (Unrestricted) £	Total funds 2020 (Unrestricted) £
	Note		
INCOME	2		
Income and endowments from:			
Donations, legacies and grants		25,772	42,476
Charitable activities - revenue earned		350	815
Investments		1	3
Total incoming resources		<u>26,123</u>	<u>43,294</u>
 EXPENDITURE			
Expenditure on:			
Charitable activities	3	25,363	46,506
Total expenditure		<u>25,363</u>	<u>46,506</u>
 Net income/(expenditure) for the year		760	(3,212)
 Total funds brought forward		3,704	6,916
 Total funds carried forward		<u><u>4,464</u></u>	<u><u>3,704</u></u>

The notes to the accounts form an integral part of these accounts.

Transform Work UK

Balance Sheet as at 31st January 2021

	Note	2021 £	2020 £
FIXED ASSETS		<u>0</u>	<u>0</u>
CURRENT ASSETS			
Debtors	4	355	3,204
Cash at bank and in hand		<u>4,827</u>	<u>2,423</u>
Total current assets		<u>5,182</u>	<u>5,627</u>
CREDITORS: amounts falling due within one year	5	(718)	(1,923)
NET CURRENT ASSETS		<u>4,464</u>	<u>3,704</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>4,464</u>	<u>3,704</u>
FUNDS OF THE CHARITY			
Unrestricted funds	6	<u>4,464</u>	<u>3,704</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

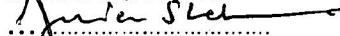
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

These accounts were approved by the Board of Directors on July 19, 2021 and were signed on its behalf by:

MR JULIAN SHELLARD



Chair of Directors

Transform Work UK

Notes to the Accounts for the year ended 31st January 2021

1 Accounting Policies

Basis of preparation of the accounts

The accounts have been prepared under the historical cost convention, with items recognised at cost or transaction value.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and with the Charities Act 2011.

The charity has taken advantage of the exemption in Financial Reporting Standard 102 Section 1A Small Entities from the requirement to produce a Cash Flow Statement.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

The accounts have been prepared using the Accruals method, as required for a charitable company.

2 Income

Income includes donations (including £1,655 in gift aid) and income from meetings and booklets.

3 Analysis of Expenditure on Charitable Activities

	2021	2020
	£	£
Staff wages and admin fees	20,638	34,728
Pension costs	1,501	1,964
Support staff costs (subsistence, hospitality, travel costs)	(266)	2,042
General admin costs	1,058	1,799
Website expenses	1,832	839
Venue expenses	50	1,950
Gifts and donations	250	2,669
Professional fees	0	240
Independent examiner's fee	300	275
	<u>25,363</u>	<u>46,506</u>

4 Debtors

	2021	2020
	£	£
Gift aid debtors	330	3,060
Trade debtors	0	144
Prepayments	25	0
	<u>355</u>	<u>3,204</u>

Transform Work UK

Notes to the Accounts for the year ended 31st January 2021

5 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	418	1,648
Accruals	300	275
	<u>718</u>	<u>1,923</u>

6 Charity Funds

	2021	2020
	£	£
Unrestricted funds:		
General funds		
Bal bf 1/2/20	2,951	4,509
Net income/ (expenditure) in the year	760	(3,212)
Net Transfers to Gift/Tithe fund	275	1,654
General funds cf 31/1/21	<u>3,986</u>	<u>2,951</u>
Gift/ Tithe fund		
Bal bf 1/2/20	753	2,407
Transfers to/from General fund	(25)	753
Donations made from Tithe fund	(250)	(2,407)
Gift funds cf 31/1/21	<u>478</u>	<u>753</u>
 Total Unrestricted funds	 <u>4,464</u>	 <u>3,704</u>

7 Trustee remuneration and benefits

The Trustees/ Directors were reimbursed for expenses incurred on behalf of the charity at the rate of 20p per mile for use of car and on the production of the invoices for travel and accommodation in respect of conferences and events. At no time did Trustees/ Directors or their business interests receive any benefit, other than those wholly, necessarily and exclusively incurred on behalf of the charity.

Independent Examiner's Report
to the Trustees of Transform Work UK
on the Accounts for the year ended 31st January 2021
Registered Charity No. 1120058

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st January 2021.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Charities Act).

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Charities Act, and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Charities Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that, in any material respect, the accounting records were not kept in accordance with section 130 of the Charities Act, or the accounts did not accord with the accounting records, or the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities Act (Accounts and Reports) Regulations 2008, other than any requirement that the accounts give a "true and fair" view, which is not a matter considered as part of an independent examination.

I have no concerns, and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Carole Cowgill Date: 15/7/21

Mrs. Carole Cowgill ACA
4 Penny Meadow
Capel St. Mary
Ipswich
IP9 2UU

