



*Inspiring Christians to transform  
their workplace and the nation*

## ANNUAL DIRECTORS' REPORT

Year ended

31<sup>st</sup> January 2022

Registered office: 8 Marshalsea Road, London, SE1 1HL

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**Transform Work UK**  
**Legal and Administrative Information**

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

**Registered office:**                      **8 Marshalsea Road**  
   **London**  
   **SE1 1HL**

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

**Bankers:**                                  **Santander UK PLC**  
   **Bootle**  
   **Merseyside**  
   **L30 4GB**

**Charity number:**                      **1120058**  
**Company number:**                  **6203863**

## **REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 JANUARY 2022**

### **Introduction**

The directors present their report and financial statements of the charity for the year ended 31 January 2022. 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. Mr Richard Kean was hired and employed as Finance Officer. A number of volunteers serve the organisation.

## **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 for Board meetings during 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 2021 to 31 January 2022.

## **Annual Report**

1st February 2021 - 31 January 2022

### **Context**

We connect, equip and support Christians to transform the places they work in. We do this through a team of Ambassadors who connect with Christian Workplace Groups. We also support Christian Professional and Sector Groups who represent various professions such as education, health and media. Although we currently operate mainly within the UK, we have an increasing number of international connections where similar groups have begun to develop.

We have links with a number of Associates who offer specialist knowledge and expertise.

Our ministry has continued to thrive despite the unusual circumstances around the continued changes to working environments and conditions through 2021. New ways of working, connecting and communicating have meant that some organisations have flourished whilst others have floundered and these changes have of course been mirrored in our work with groups and individuals alike.

### **Ambassador Team**

Our ambassador team is the heart of Transform Work as our wonderful volunteers encourage and equip those on the frontline in their places of work. Bernadette Sam-King joined the team responding to an appeal for volunteers based in Wales. Carol Porter also joined the team having retired from national government where she led a fantastic Christian Workplace Group. We currently have 17 ambassadors.

### **Reports from Ambassador Team**

The increase in online meetings, whilst challenging for some groups, has been fruitful for others. For example, one group extended their reach nationally using Yammer for building a network of small call groups and running Alpha in the Workplace nationally online. Another group ran a series of online Hope Explored sessions with 30-40 attendees including attendees from the USA. Both groups increased their influence across the company through the use of online MS Teams.

### **Christian Workplace Groups**

We connect and equip a variety of workplace groups across the UK. These groups are exclusively for the staff of the organisation and are generally started and supported through the organisation's diversity and inclusion framework. These Christian staff groups tend to exist in larger organisations such as local and national government or larger corporations in the professions, commerce and industry. However we also support groups of 3-4 staff within smaller organisations where we can also see culture changes as these groups pray for and engage with their workplace. Jesus says, "For where two or three gather in my name, I am there with them." (Matt 18:20) This is the foundation for our Christian Workplace Groups.

We record the details of our groups and how they are getting on. This year's figures are incomplete due to the ongoing impact of Covid. However, from the data available:

- 20 new groups were grown and supported
- 26 groups met with our ambassadors face to face, including Zoom and Teams video calls
- 99 groups had a meaningful two-way connection with our ambassadors, including online contact

- 87 groups are flourishing, 109 improving, 57 struggling, 53 failing (we are still completing our assessment across all groups)
- The groups are at different stages of development
  - Level 1: individual (87 individuals)
  - Level 2: initial contact (53 groups)
  - Level 3: early formation (121 groups)
  - Level 4: organisational acceptance (150 groups)
  - Level 5: formal integration (64 groups)
  - Level 6: organisational celebration (62 groups).
- This gives us a total of 450 formed groups and 87 potential future groups.
- Three groups were put into Level 0: former as they had folded.

### **Christian Professional and Sector Groups**

We are currently working with 48 Christians Professional and Sector Groups across the UK and Europe who are all at various stages in development from a handful of members such as the Water Companies Christian Network to the Christian Medical Fellowship that has over 4000 members. We encourage each group to develop their own network so that isolated Christians can connect and be encouraged by like minded professionals and together be a voice to bring biblical values into the heart of their profession and sector.

Three new groups were added to the CPSG network:

- Pharma Connections
- Arsvitalis - Performing Arts Centre Group in Spain
- Water Companies Christian Network

Unfortunately the group 'Christians Working with the Bereaved' folded as we came out of lockdown and the appetite for this decreased. The Christian Care Home Network is struggling to find an inspired leader to currently run with this network.

There continues to be a greater buy-in to the CPSG network and a core team has emerged from those that regularly attend the 30 mins Tuesday lunchtime prayer & catch up meetings. During the latter half of the year speakers were arranged to share on the first Tuesday of the month a longer hourly call such as Tim Vickers from Graduate Impact / IFES, Andy Flanagan, Christians in Politics, Nick Shepherd, Church of England-Everyday Faith. Other speakers arranged for the coming year are Steve Osei-Mensah from LICC and Benedick Harding from UCCF. The hope is to engage with those working with students so they can pass the baton onto the CPSGs and CWGs. There is a lot of potential and energy to partner and support young people heading into the workplace. We have also begun planning an online stress seminar for all CPSGs to participate in. The format is likely to be 3 keynote speakers from within the network to speak on a general stress related topic and then each profession or sector breaks out into their specific zoom call to discuss further with prayer.

However, there are many CPSG leaders that are still on the edges of this network and don't attend the calls. More needs to be done to engage.

### **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 new contacts in India, Netherlands, Germany and Nigeria.

### **Associates**

Our Associates provide valued expertise in a range of different areas which supports our groups.

Collin & Lyndsey Seale, Workplace Discipleship & Faith Sharing and Andy Moore, Apologetics and keynote speaker for workplace events continue as our associates. Andy has been connecting with the London Councils Christian Network to organise an online Festival of Thought which we hope will take place during 2022.

We are also delighted to welcome 2 new associates: Joe Cleese, Faith Literacy and Diversity & Inclusion Specialist and Jeremiah Igunnubole, Workplace Advocacy in defence of freedom of speech and religion. Joe has created powerpoints for Christian Workplace Groups to share with their organisations on Christian Faith Literacy. These resources accompany talks which he has recorded that have been placed on the Transform Work UK YouTube site. Jeremiah has been able to give individual advice concerning the law on workplace topics / issues.

### **Initiatives**

#### **Faith friendly workplaces**

This is an initiative that was launched in May last year by the Thames Water multifaith group and is being led by their deputy multi faith lead, Dave Law, who is also the Transform Work ambassador for the Thames Valley area.

It was noticed that within company Diversity & Inclusion frameworks, faith networks were often badly supported or missing completely. Whilst few groups reported direct discrimination, there was a sense that HR managers felt faith was something that was too complicated and that groups had difficulty defining objectives.

Around 20 companies have connected in and are represented by D&I leads, multi faith leads and Christian Workplace Group leaders and this includes some of our best established groups.

We have done quite a lot of work on creating materials to enable objections to be overcome and now the group is looking at ways to share what they have done and to partner with another organisation to be able to incentivise and reward good practice.

#### **Time to pray**

As individuals started work again and others began to commute into the office, time available for collective Transform Work prayer on a weekly basis was reduced throughout the first half of the year. To be intentional about prayer we have focused 'special' days of prayer and fasting called *Jesus to Be Revealed*. The first of these online prayer meetings took place during Advent 2021 with 5 set times of online collective prayer during the day, led by various members of the team with leaders and CPSGs & CWGs joining us. We even had CWG leaders join us from Switzerland.

Building on the previous year, we continued to work alongside Thy Kingdom Come to provide workplace prayer resources in line with their material to encourage the wider church to be praying for professions, commerce and industry.

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.

## **Improving the way we work**

### **Website and Database Improvements**

Hubb:Church has continued to support us to create a functioning website.

Our volunteer graphic designer Amy Styles enabled us to create a better looking more functional set of website pages to support the CPSGs. She also enabled us to send out e-newsletters.

In December 2021 we created our first online donation page which has already been a great success.

The database search functionality is excellent and the ability for different groups to send specific emails etc... but in terms of entering the data, much work needs to be done to enable this to be user friendly partially for our ambassadors and future administrators.

We have received many positive comments from users of the website which is encouraging. It is excellent value for money, especially because of the support we receive whilst we don't have an inhouse website or database assistant.

## **Marketing**

We started the journey to refresh our branding by drawing together a group of supporters and carrying out a series of online workshops with a marketing expert - Tessa Webb from Creatives into Business. We identified the following as key elements of our brand that we want to emphasise:

- Passionate to see Jesus change lives & society
- A growing, supportive movement
- Sharing the difference Christians make at work
- United with a huge network of Christians who support each other at work
- Developing purpose, courage, confidence & knowledge for Christians
- Strengthening & inspiring Christians to be authentic & real at work.

We are now obtaining quotes from graphic designers to bring this to life across our various communications, including website, newsletters and social media.

## **Fundraising**

We have sought advice on how we can increase our funding base, and we are preparing a widespread small donation campaign with those who already clearly share our vision. We are also exploring opportunities to develop funding from trusts and other Christian funding agencies.



## **Office Team**

Rafik Massih continues to volunteer his expertise on all things I.T. and has wonderfully taken over from Trevor Payne's role as I.T. trouble shooter. We have begun to discuss a 3-5 year plan for developing I.T. within Transform Work to support the growing ambassador team

We employed Richard Kean as our finance officer. He has introduced the software Xero for recording and tracking all of Transform Work UK's finance. He helped us create online giving through hubb:church website platform and also began the process of changing bank accounts.

Amy Styles responded to an advert on Reach Volunteering for a graphic designer. She has developed the Christian Professional and Sector Group web pages so they are more accessible. She has designed and animated the 'Jesus to be Revealed prayer initiatives' and she has helped to format newsletters, including a special animated Christmas letter. She has been a great help to the CEO.

We continue to pray for the finance to employ an administrator to assist the CEO with the everyday tasks of updating profiles on our database and responding to simple requests for booklets and information.

Our London office opened up during the latter half of the year with our CEO and Chair choosing to work from London periodically. Our CEO uses the office twice a month which is a great opportunity to meet with other like minded ministries and connect with leaders of Christian Workplace Groups and Christian Professional and Sector Groups face to face.

## **Celebration/Annual General Meeting**

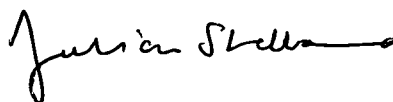
This year we held our first ever hybrid Celebration and AGM in our offices. As it was a hybrid it meant that we could reach a wider audience and had interviews with special guests from Transform Work Italy, Faith and Work Movement USA as well as reaching out to the regions of the UK with testimonies from Martyn Link from Thrive Scotland, Rick Pearl our Ambassador based in Wales and also Revd Lee Higson, one of our Ambassadors based in the North West of England. We were honoured to have Dr Jonathan Oloyede join us in person as our keynote speaker. It was exciting and fast paced but we did also have much to learn and are keen to improve for the coming year.

## **Strategic Direction 2021-2025**

In 2019 Eido Research carried out a survey which revealed areas of success of our groups and areas to improve. Based on this, a strategy sub-committee was formed with the aim of producing a clear strategic direction for the next 5 years. In January 2020 one of our Ambassadors, Andrew Humphreys, began the process of leading us through a process to develop impact and outcomes including a 3-5 year strategic plan.

Ros Loaker  
CEO, Transform Work UK  
July 2022

Julian Shellard  
Chair of the Board, Transform Work UK  
July 2022



## Transform Work UK

### Statement of Financial Activities, including Income and Expenditure Account for the year ended 31<sup>st</sup> January 2022

		Total funds 2022 (Unrestricted) £	Total funds 2021 (Unrestricted) £
	Note		
<b>INCOME</b>			
<b>Income and endowments from:</b>			
Donations, legacies and grants	2	30,963	25,772
Charitable activities - revenue earned		400	350
Investments		0	1
<b>Total incoming resources</b>		<u>31,363</u>	<u>26,123</u>
<b>EXPENDITURE</b>			
<b>Expenditure on:</b>			
Charitable activities	3	30,204	25,363
<b>Total expenditure</b>		<u>30,204</u>	<u>25,363</u>
<b>Net income for the year</b>		<b>1,159</b>	<b>760</b>
<b>Total funds brought forward</b>		4,464	3,704
<b>Total funds carried forward</b>		<u><u>5,623</u></u>	<u><u>4,464</u></u>

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

# **Transform Work UK**

## **Balance Sheet as at 31st January 2022**

	Note	2021 £	2021 £
<b>FIXED ASSETS</b>		<u>0</u>	<u>0</u>
<b>CURRENT ASSETS</b>			
Debtors	4	1,639	355
Cash at bank and in hand		<u>4,571</u>	<u>4,827</u>
<b>Total current assets</b>		<u>6,210</u>	<u>5,182</u>
<b>CREDITORS: amounts falling due within one year</b>	5	(587)	(718)
<b>NET CURRENT ASSETS</b>		<u>5,623</u>	<u>4,464</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>5,623</u>	<u>4,464</u>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted funds	6	<u>5,623</u>	<u>4,464</u>

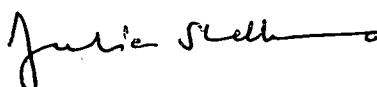
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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 26 JULY 2022  
and were signed on its behalf by:

JULIAN SHELLARD   
Chair of Directors

## Transform Work UK

### Notes to the Accounts for the year ended 31st January 2022

#### 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 from Donations, Legacies and Grants

	2022	2021
	£	£
Trinity Ministries grants	6,000	6,000
Donations from churches	3,056	806
Other donations	20,268	17,311
Gift aid	1,639	1,655
	<u>30,963</u>	<u>25,772</u>

#### 3 Analysis of Expenditure on Charitable Activities

	2022	2021
	£	£
Staff wages (1 employee)	22,405	21,496
Employer's Pension costs	648	643
Support staff costs (subsistence, hospitality, travel costs)	206	(266)
Admin costs - insurance	496	457
- zoom and software subs	335	144
- payroll admin costs	521	66
- phone and work from home costs	396	147
- other admin costs	51	80
Bank charges	153	164
Website expenses	1,688	1,832
Venue expenses	0	50
Conference costs	700	0
Trustee training expenses	70	0
Gifts and donations	480	250
Professional fees - rebranding	1,755	0
Independent examiner's fee	300	300
	<u>30,204</u>	<u>25,363</u>

## Transform Work UK

### Notes to the Accounts for the year ended 31st January 2022

4 Debtors	2022	2021
	£	£
Gift aid debtors	1,639	330
Prepayments	0	25
	<u>1,639</u>	<u>355</u>

5 Creditors: amounts falling due within one year	2022	2021
	£	£
Trade creditors	287	418
Accruals	300	300
	<u>587</u>	<u>718</u>

6 Charity Funds	2022	2021
	£	£
<b>Unrestricted funds:</b>		
<b>General funds</b>		
Bal bf 1/2/21	3,986	2,951
Net income/ (expenditure) in the year	1,159	760
Net Transfers to Gift/Tithe fund	478	275
General funds cf 31/1/22	<u>5,623</u>	<u>3,986</u>
<b>Gift/ Tithe fund</b>		
Bal bf 1/2/21	478	753
Transfers to/from General fund	(478)	(25)
Donations made from Tithe fund		(250)
Gift funds cf 31/1/22	<u>0</u>	<u>478</u>
 Total Unrestricted funds	 <u>5,623</u>	 <u>4,464</u>

### 7 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

Expenses were paid for trustees fulfilling their duties as follows:

	2022	2021
	£	£
Training expenses	<u>70</u>	<u>0</u>

**Independent Examiner's Report**  
**to the Trustees of Transform Work UK**  
**on the Accounts for the year ended 31<sup>st</sup> January 2022**  
**Registered Charity No. 1120058**  
**Company No. 6203863**

I report to the trustees on my examination of the accounts of the above charitable company for the year ended 31<sup>st</sup> January 2022.

**Responsibilities and basis of report**

As the charity's trustees of the company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Charities Act ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 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:

- the accounting records were not kept in accordance with section 386 of the Companies Act 2006;
- or the accounts did not accord with those records;
- or the accounts did not comply with relevant accounting requirements under section 396 of the Companies Act 2006, 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;
- or the accounts had not been prepared in accordance with the Charities SORP (FRS102).

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: ..... 29/4/22 .....

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

