

TRANSFORM WORK UK

ANNUAL DIRECTORS' REPORT

Year ended

31st January 2023

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

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Registered Charity No. 1120058
Company No. 6203863

Transform Work UK
Legal and Administrative Information

Directors during the period: **Mr Julian Shellard (Chair)**
Ms Ofonimeh Abudu
Mr Stephen Matthews
Mr Malcolm Shaw

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: Metro Bank PLC
1 Southampton Row
London
WC1B 5HA

Charity number: **1120053**
Company number: **6203863**

Annual Report

1st February 2022- 31st January 2023

Context

We connect, equip and support Christians to transform the places they work in, so they can openly express their faith in word and action.

We do this through a team of Ambassadors who connect with Christian Workplace Groups (CWGs). We also support Christian Professional and Sector Groups (CPSGs) who represent various professions such as finance, transport and government.

Although we currently operate mainly within England, we are keen to grow in Scotland and Wales, and 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.

The effects of the lockdowns and subsequent hybrid working on those in the workplace continues to bring joys and challenges.

Many are not going back into the office or work premises and thus the CWG is not able to meet in person. This has hindered communication and building relationships within the CWG.

For others, online CWG meetings continue to be effective as those who work in the regions or feel isolated as a Christian in their organisation are able to meet virtually and still have a sense of being part of a group.

Strategic Direction 2021-2025

The early stages of our 5 year strategy concentrate on building a strong base through increasing our times of prayer, updating our governance policies, developing our financial management and rebranding.

Our initiative in the Diversity and Inclusion area, Faith Friendly Workplaces is gradually gathering momentum.

Once we have strengthened our base, we will focus on growth. This will include

- increasing our Ambassador team across the UK, especially Scotland and Wales

- developing relationships across workplace mission and established churches
- reaching out through our social media communities.

Christian Workplace Groups

We record the details of our groups and how they are growing and developing.

During the year we added 42 new groups. It has been more challenging for Ambassadors to keep in touch with groups many of whom are meeting virtually. The groups are at different stages of development depending on how well established they are in the life of the organisation they are part of.

This varies from Level 1 where we may know of only one individual Christian within an organisation through to Level 6 where the group is well established and highly regarded by the organisation.

At the end of this year the number of groups at different stages of development was as follows:

- o Level 1: individual (82 individuals)
- o Level 2: initial contact (53 groups)
- o Level 3: early formation (125 groups)
- o Level 4: organisational acceptance (148 groups)
- o Level 5: formal integration (69 groups)
- o Level 6: organisational celebration (65 groups).

This gives us a total of 460 formed groups and 82 potential future groups (i.e. those organisations where we just know of one individual Christian at the moment).

Three groups, Bromley Council / Oxleas NHS Foundation Trust, L+Q Housing Association London & Airbus Portsmouth were put into Level 0 (i.e. former group) former as they had folded.

We assess the 'health' of our groups according to a number of criteria - for example, whether they are meeting regularly, looking outwards as a group, developing new leaders.

We are still completing our assessment across all groups, but we estimate that 90 groups are 'flourishing', 125 are 'improving', 50 are 'struggling' and 66 are 'failing'. This rough analysis helps us to know which groups need more help and where we need to focus our support.

Christian Professional and Sector Groups

We added eight new Christian Professional and Sector Groups (CPSGs) during the year:

- Christian Healthcare Professionals Network
- Christians in Care
- Christians in Engineering
- Festive - Further Education Colleges
- Heaven in Healthcare
- HR Christian Network
- Local Authorities Christian Network
- NHS Christian Network

We have introduced a website portal for the CPSGs called Christian-professionals.net. This includes a CPSG audio prayer page resulting from the Thy Kingdom Come initiative.

There are 13 audio prayers from CPSG leaders and 11 online Zoom prayers from CPSG leaders. A core team has emerged who join in the weekly Tuesday lunchtime 30 minutes' prayer calls. In addition a WhatsApp group continues to be a strength of encouragement and communication across the CPSG leadership.

We gradually improved our website thanks to a new volunteer Sam Porter who joined us in March 2022. He helped to create www.christian-professionals.org, a portal of CPSG logos in sectors (e.g. healthcare and media) that link directly to their websites.

Christian Workplace Ministries

Christian Workplace Ministries (CWM) include chaplains to the workplace, business and entrepreneurial groups as well as larger ministries that seek to support workplace Christians that aren't CWGs or CPSGs.

We are looking to find someone who can manage this CWM database going forward. We added six new Christian Workplace Ministries during the year:

- Word on the Street
- Pray4 NHS SE Scotland
- Moorgate Talks
- Aldersgate Talks
- Christian Businesses In Kent (CBIK)
- City Bible Forum.

Transform Work UK Team

Ambassadors

Eight new ambassadors joined the Transform Work UK Team during this year, whilst other ambassadors had changes in role. We were sorry to see Rick Pearl leave us due to family commitments but thankful for the 7 years he volunteered with us, supporting groups in Wales which he was able to hand over to Bernadette Sam-King.

- Lee Higson, former Ambassador for Bolton, went back into the Oil and Gas Industry where he now supports CWGs in Oil and Gas organisations.
- Grace Gillen moved jobs from Local Authority to the NHS and so moved sideways from the Local Authority Christian Network (LACN) into the NHS Christian Network.
- Two new ambassadors known to the LACN - Paul Mew and Velma Dean - joined the Ambassador Team in May 2022.
- Brian Raj joined in June 2022 to support groups on Canary Wharf.
- Sue White and Alan Bowden both took retirement from the Department for Education where they were part of the Christian Staff Network. They joined the Ambassador team in July 2022 to create a strong team of three with Carol Porter to support CWGs in different Government department groups.
- Stephen Doel joined our Ambassador team in August 2022 with the remit of connecting, equipping and supporting workplace Christians in Cambridge.
- Alexander Keen had started a CWG in his local authority but left soon after to become ordained. Still committed to workplace ministry having become a curate in the Midlands, Alex joined us in the summer of 2022. This coincided with Steve Bavington from Chaplaincy Plus leaving his role and enabled a successful handover supporting the CWGs that had been overseen by Chaplaincy Plus.

Our monthly zoom call to support Ambassadors was proving difficult for quite a number to join, so towards the end of the year we decided to introduce a new approach with Ambassadors meeting instead in four smaller groups of six Ambassadors based on common interests.

Associates

On 25th January 2023 Joe Cleave presented the Faith Literacy material at a hybrid meeting held at the Christian Medical Fellowship offices. Even though delegates were low in number we had people join us from the States. We had a good edifying discussion where people were able to voice their concerns and receive responses from Joe, Ros and Julian too. During the year the material started to be used in a few workplaces as momentum built with great feedback.

The Office

Amy Styles, Graphic Design, left us to get a full time position

Natalie Mensa, Graphic Designer volunteer

Rafik Massih, IT, volunteer

Sam Porter, Website Developer volunteer

Poornima Whomsely, Partnership and Strategic work volunteer

Rio Summers, Branding based in Spain, contract worker.

Rashmi Horo, Finance Officer 3 hours a week employed from May 2022

Ali Loaker, Administration, 1.5 days a week, contractor, from November 2022

Ros Loaker, Chief Executive Officer, 3 days a week employed

Prayer

Pastoral Support

Femi Idowu continued to serve workplace individuals with 1-2-1 pastoral care as well as producing Wisdom for Work edifying weekly sound bites.

Jesus to be revealed

We introduced two corporate days of prayer and fasting. This year these were at the start of Lent, Wednesday 2nd March and the beginning of Advent, November 28th 2022.

Eternal Wall of Answered Prayer

Transform Work UK started partnering with this organisation to galvanise workplace answered prayer to feature on the Eternal Wall.

Thy Kingdom Come

We are aligning our workplace material to support the updated themes of Thy Kingdom Come, the global wave of prayer at Pentecost. This year we increased the contribution from the professional sector groups who led prayers using pre-recorded videos.

The longer term aim is to use these resources to establish workplace prayer groups that continue beyond the eleven days of Thy Kingdom Come.

Strategic Prayer Lead

We wanted to increase our prayer opportunities together as a team and prayed for someone who could coordinate prayer support. Instead of one person, God has given us a team of three Transform Work UK prayer champions, each wanting to train up workplace Christians in different aspects of prayer.

In January 2023 Dave MacFarlane led the first of many cohorts training up first our Ambassador team on how to hear from God in our workplaces for our workplaces. We also began talking with Lloyd van Vuuren from Concert of Prayer about training workplace leaders in corporate prayer and Anne De Leyser from Local House of Prayer to train people in how to use 'blessing prayers' for our workplaces and organisations.

Faith friendly workplaces

God has placed the vision for Faith Friendly Workplaces on Dave Law's heart and with support from his Equality, Diversity and Inclusion management in his organisation, Thames Water, he has run with this vision supported by Transform Work UK.

In the space of a year Dave has been instrumental in bringing together 35 organisations, thanks to the connections within Transform Work UK. A steering group was formed containing eight of the organisations. They began to host larger open meetings with keynote speakers such as the Director of the Multi-Faith Centre, University of Derby and another meeting discussed the topic of Sikhism in the workplace. At the end of 2022 the steering group agreed to work with the Multi-Faith Centre to research a potential kite mark for faith in the workplace.

Improving the way we work

Marketing & Branding

Our rebrand progressed well with the support of our contracted graphic designer Rio Summers and our web site provider Hubb church. We brought together a diverse group of Transform Work UK supporters and gained their input to determine how we should express our identity more clearly. Following this input, we chose new colours, fonts and logo.

We began to upgrade our booklets, restructure our website and make the transition to a global identity through changing our name from 'Transform Work UK' to simply 'Transform Work'. Our target is to launch the rebrand in May 2023. The rebrand will provide a more professional and contemporary image to help us communicate more effectively.

Finances

Fundraising

We are exploring opportunities to build on our foundation of regular donors with whom we share our strategy and development successes every 6 months. This is important to our growth as we seek to develop our Ambassador team across the U.K. to a target of 72 Ambassadors supporting 1000 workplace groups.

Our particular areas of focus is building relationships with large funders, Christian CEOs, churches and our wider followers on social media.

We are also considering the potential of a membership model provided this empowers our mission rather than acts as a constraint.

VIP Connections

We have developed opportunities for positive engagement with those who financially give towards the ministry of Transform Work UK (our VIPs), providing regular updates to outline our goals and objectives and share financial information in a spirit of gratitude and accountability. This included our hybrid Celebration and Annual General Meeting on 26 October 2022 where we thanked our VIPs for their contribution to the past and also into the future and encouraged them to share about Transform Work UK with their friends and ask them if they would give financially towards this work. We spent time together praising and thanking God for sustaining this ministry and also now for lifting off into the coming expansion. See

www.youtube.com/playlist?list=PL5y8vYmDbR0qhtkpd2egQWuwweyI04zw0



Ros Loaker
CEO, Transform Work UK
October 2023

25 Julian Shellard
Chair of the Board, Transform Work UK
October 2023

Transform Work UK

Statement of Financial Activities, including Income and Expenditure Account for the year ended 31st January 2023

	Note	Total funds 2023 (Unrestricted) £	Total funds 2022 (Unrestricted) £
INCOME			
Income and endowments from:			
Donations, legacies and grants	3	37,532	30,963
Charitable activities - revenue earned		0	400
Investments		0	0
Total incoming resources		<u>37,532</u>	<u>31,363</u>
EXPENDITURE			
Expenditure on:			
Charitable activities	4	<u>36,302</u>	<u>30,204</u>
Total expenditure		<u>36,302</u>	<u>30,204</u>
Net income for the year		1,230	1,159
Total funds brought forward		5,623	4,464
Total funds carried forward		<u><u>6,853</u></u>	<u><u>5,623</u></u>

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

Transform Work UK

Balance Sheet as at 31st January 2023

	Note	2023 £	2022 £
FIXED ASSETS	2	<u>228</u>	<u>0</u>
CURRENT ASSETS			
Debtors	5	1,555	1,639
Cash at bank and in hand		<u>6,655</u>	<u>4,571</u>
Total current assets		8,210	6,210
CREDITORS: amounts falling due within one year	6	(1,585)	(587)
NET CURRENT ASSETS		<u>6,625</u>	<u>5,623</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>6,853</u></u>	<u><u>5,623</u></u>
FUNDS OF THE CHARITY			
Unrestricted funds	7	<u><u>6,853</u></u>	<u><u>5,623</u></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 25 October 2023
and were signed on its behalf by:

JULIAN SHELLAND 

Chair of Directors

Transform Work UK

Notes to the Accounts for the year ended 31st January 2023

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 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 Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office equipment	- 25% of cost	£
COST		
Additions		304
Bal cf 31/01/23		<u>304</u>
DEPRECIATION		
Charge for the year		76
Bal cf 31/01/23		<u>76</u>
NET BOOK VALUE		
At 31/01/23		<u><u>228</u></u>

3 Income from Donations, Legacies and Grants

	2023	2022
	£	£
Trinity Ministries grants	6,000	6,000
Donations from churches and organisations	856	3,056
Donation from Selwyn Charitable Trust	10,000	0
Other donations	18,792	20,268
Gift aid	1,884	1,639
	<u>37,532</u>	<u>30,963</u>

Transform Work UK

Notes to the Accounts for the year ended 31st January 2023

4 Analysis of Expenditure on Charitable Activities

	2023	2022
	£	£
Staff wages	27,340	22,405
Employer's Pension costs	745	648
Staff expenses (subsistence, hospitality, travel costs)	660	206
Admin costs - insurance	518	496
- zoom and software subs and expenses	451	335
- payroll admin costs	551	521
- phone and work from home costs	396	396
- admin services	2,160	0
- other admin expenses	13	51
Bank charges	55	153
Website expenses and design costs	1,932	1,688
Venue expenses	1,000	0
Conference costs	0	700
Trustee training expenses	0	70
Gifts and donations	80	480
Professional fees - rebranding	0	1,755
Independent examiner's fee	325	300
Depreciation of office equipment	76	0
	<u>36,302</u>	<u>30,204</u>

5 Debtors

	2023	2022
	£	£
Gift aid debtors	1,355	1,639
Conference prepayment	200	0
	<u>1,555</u>	<u>1,639</u>

6 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	781	35
Pension creditors	479	252
Accruals	325	300
	<u>1,585</u>	<u>587</u>

Transform Work UK

Notes to the Accounts for the year ended 31st January 2023

7 Charity Funds

	2023 £	2022 £
Unrestricted funds:		
General funds		
Bal bf 1/2/22	5,623	3,986
Net income/ (expenditure) in the year	1,230	1,159
Net Transfers to Gift/Tithe fund		478
General funds cf 31/1/23	<u>6,853</u>	<u>5,623</u>
Total Unrestricted funds	<u>6,853</u>	<u>5,623</u>

8 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:

	2023 £	2022 £
Training expenses	<u>0</u>	<u>70</u>

Independent Examiner's Report
to the Trustees of Transform Work UK
on the Accounts for the year ended 31st January 2023
Registered Charity No. 1120053
Company No. 6203863

I report to the trustees on my examination of the accounts of the above charitable company for the year ended 31st January 2023.

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: CM Cowgill

Date: 29/8/23

Mrs. Carole Cowgill ACA
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Capel St. Mary
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IP9 2UU

