

Company Registration No. 05312213

Registered Charity Number 1174379

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)

REPORT AND ACCOUNTS
For the year ending 31 March 2022

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2022

The Trustees, who are also Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	Workplace Foundation
Charity Registration Number	1174379
Company Registration Number	05312213
Registered Office	12 Blandford Square, Newcastle upon Tyne NE1 4HZ

Trustees

For the purposes of the Companies Act 2006, the Board of Trustees is the Board of Directors of the charitable company and is referred to as the Trustees throughout this report.

The Trustees of Workplace Foundation during the period and to the date of signing this report are as follows:

Mr T Wilcox (Chair)
Ms J Carlton
Mr R Devereux
Prof D Hughes
Ms M Maheshwari
Mr P Smith

Independent Examiner	Mr P O'Hara FCA, 4 Stoneyhurst Road West, Gosforth, Newcastle upon Tyne NE3 1PG
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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

Workplace Foundation is a charitable company limited by guarantee, incorporated on 14 December 2004. The company changed its name from Workplace Art Gallery Limited to Workplace Foundation on 15 August 2016 and was registered as a charity on 24 August 2017.

The charity is controlled by its governing document, its Memorandum & Articles of Association, as amended by a special resolution dated 26 July 2016, registered at Companies House on 19 August 2016, and constitutes a limited company, limited by guarantee, as defined by the Companies Act.

The Directors of the company are also Trustees of the charity.

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STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Governing Documents (Cont.)

Eligibility for membership of the charity, and membership of the Board of Trustees, is governed by the Articles of Association. There are no restrictions in the governing document on the operation of the charity other than those imposed by general charity law.

OBJECTIVES AND ACTIVITIES

Charitable Purpose

Workplace Foundation's charitable objects are for the public benefit to:

- (1) promote modern and contemporary art by the establishment and maintenance of an art gallery and exhibition spaces in particular but not exclusively in Gateshead, Newcastle and the surrounding region; and
- (2) advance the education and understanding of the public in modern and contemporary art, particularly but not exclusively by:
 - (a) improving public access;
 - (b) developing public appreciation; and
 - (c) facilitating the study and practice of modern and contemporary art.

Vision

Workplace Foundation aims to transform the visual arts in Gateshead and the North of England by presenting outstanding, experimental contemporary art, to the both the region and the world.

Mission

Workplace Foundation is a charity based in the North of England, established in 2016 by Workplace Gallery, an international commercial contemporary art gallery, itself founded in Gateshead in 2002.

Workplace Foundation supports the development of emerging and under-represented artists and local communities through a rigorous and engaging programme of exhibitions and events. We aim to enrich the cultural life of the North of England by creating opportunities for the public to engage with art of exceptional quality, and to create a much larger audience for art through the Foundation's local and international networks.

Workplace Foundation serves the communities of Gateshead and the North of England and aims to contribute to the regional art scene and establish the area as a vital cultural centre within the UK.

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STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Strategic Objectives

The charity's strategic objectives are to:

1. Establish a dynamic programme of Workplace Foundation exhibitions, talks and events that improve public access and learning about contemporary art
2. Build a stronger profile for the Foundation and awareness of its work
3. Grow the Foundation's audiences
4. Build city, regional and international partnerships that facilitate the Foundation's work
5. Achieve financial sustainability for the Foundation
6. Secure a long-term home for Workplace Foundation

Ensuring our Work delivers our Aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes.

Structure and Governance

The charity currently has a Board of 6 non-executive Trustees, which meets a minimum of four times per year. Detailed written Board reports and an agenda are prepared and circulated in advance of meetings.

Recruitment and Appointment of Board of Trustees

Trustees are elected to the Board based on discussions and recommendations offered by Trustees and outside advisors to the organisation, as well as through a range of advertising channels.

Trustee Induction and Training

New Trustees are inducted by the Chair of the Board and Directors and are provided with a range of resources to support their understanding of Workplace Foundation activities.

In 2017/18 Workplace Foundation continued to implement a process of significant organisational development and change supported by Counterculture LLP. In August 2017 Workplace Foundation became a registered charity with clear aims and strategic objectives for the future.

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STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

The Trustees aim to firstly hold a level of unrestricted Reserves which enables the charity to have sufficient financial resources to meet various liabilities which would crystallise if Workplace Foundation's funding were to be withdrawn and/or it were unable to continue operating.

The charity's total Unrestricted Funds at 31 March 2022 were £138,453. The Trustees have agreed the designation of £112,330 from Unrestricted Funds: £70,000 as a Designated Core Reserve Fund towards the costs of winding up the charity or transitioning to a new business model should the circumstances occur, and £42,330 being the net book value of fixed assets.

Free Reserves, defined as total Unrestricted Funds less any Designated Funds and the value of Tangible Fixed Assets, are £26,123 at 31 March 2022, thereby providing a small element of working capital.

This policy will be reviewed by the Trustees on an annual basis as part of the charity's budgeting processes.

Public Benefit

The Trustees understand and have discussed the implications of the provisions of the Charities Act 2006, which state that all charities must demonstrate that they are established for public benefit, and have had due regard to the public benefit guidance issued by the Charity Commission. The Trustees believe that the charity meets both of the key principles.

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OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

Principle 1 - There must be an identifiable benefit, or benefits

The organisation encourages artists to challenge conventions, overturn clichés and contribute to a dialogue within current artistic practice. It aims to nurture and develop talent and to help artists maintain and hone their vision, whilst also enabling them to begin to connect with the international art world in order to develop long term sustainable careers.

The organisation aims to increase engagement of its local audience by focussing on accessibility and creating closer proximity between artist and audience. Examples include talks and programmes run by artists during exhibitions aimed at a broad audience and the production and distribution of online video interviews with artists. The gallery is also developing a reading room developed from the organisation's archives where artists, students and the general public can access periodicals and other educational material.

Principle 2 - Benefit must be to the public, or a section of the public

The organisation has a strong commitment to equality and its programme is made up of artists who come from diverse backgrounds in the local area and from many parts of the UK and beyond. It also aims to increase engagement and facilitate communication between local audiences and artists.

The organisation's core purpose is to develop artists' careers for the public benefit. It supports and promotes the work of artists through exhibitions and associated events, developing opportunities with other galleries and curators, providing critical feedback, space and resources to enable artists to develop their practice and create work of outstanding quality so that the public can benefit by viewing and learning about contemporary visual art.

Workplace Foundation's beneficiaries are therefore entirely appropriate to its aims and the public as a whole benefits from its work.

All of these benefits are clear, evidenced and relate directly to Workplace Foundation's aims. In addition, the Trustees do not consider that any significant detriment or harm flows from Workplace Foundation's work.

Risk Management

The Trustees of the charity regularly review the major governance, operational and financial risks which the charity faces as part of its annual business planning process and confirm that systems have been established to mitigate these risks.

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OBJECTIVES AND ACTIVITIES (Continued)

Risk Management (Cont.)

Workplace Foundation has a risk management strategy in place which comprises:

- an annual review of the strategic risks the charity may face via the business plan
- the establishment of systems and procedures to mitigate those risks identified
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

The Trustees are satisfied that appropriate financial systems and controls and employment policies and practices are in place.

The Trustees consider the key risks facing the charity at this time and the mitigating actions taken to be as follows:

- Long-term absence/resignation of Directors or Trustees:
- Not achieving income targets (trusts and foundations, earned income, individual giving):

The Trustees also manage the general financial risks arising by ensuring that:

- Prudent budgets have been set for the next financial year
- Regular management accounts are provided, showing the performance against budget
- Contingency plans are in place for the actions which would be taken if income appears unlikely to reach its target
- Reserves policies have been adopted which provide an appropriate amount of uncommitted Reserves which will always enable the charity to meet all its liabilities even if income targets are not achieved

Grant Making Policy

The charity does not currently engage in grant-making activity.

The Contribution of Volunteers

The charity does not currently use volunteers to support its activities.

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ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity during the year

Coronavirus

Coronavirus continued to dominate the entire financial year for Workplace Foundation and, due to the combination of various national lockdowns, local restrictions, and the building issues outlined below, meant that we were unable to operate as normal throughout the first 6 months of the year.

The disruption of Covid also had a major impact on our ability to secure philanthropic giving as well as sales revenue which were both reduced entirely in the first 6 months of the year, though the financial impact of this was mitigated by increased Patron recruitment in the second half of the year as well as the various Government support grants for the Hospitality and Leisure sector throughout the year and a successful bid to the DCMS Cultural Recovery Fund.

19-21 West Street legal dispute with Malhotra Group

A significant impact on Workplace Foundation was the theft of the lead from the roof of the gallery in September 2020, which was subsequently flooded throughout all 3 floors of the building due to water ingress, creating significant damage and disrepair and rendering the building dangerous and uninhabitable.

The subsequent failure by the landlord to repair and restore the fabric of the building led to Workplace Foundation refusing to sign a new lease and moving out of the premises on 26 March 2021.

Following this, the landlord asserted that our previous lease had not been completed properly and therefore we had entered into an annualized lease and were liable for a full year's rent, and also put forward a dilapidations claim against Workplace Foundation despite having not fully repaired the building. Because of this we sought legal representation from Muckle LLP and took further legal counsel from Zia Bhaloo QC from Landmark Chambers who, in her written opinion, on the case robustly dismissed the arguments of Malhotra Group.

At the time of signing these accounts we have agreed to settle rather than continue with prolonged legal action.

12 Blandford Square

During the period of legal activity with the Malhotra group, Workplace Foundation was able to identify new premises in Blandford Square, Newcastle, and in May 2021 began the fit out of the space to include two exhibition spaces, a library and a communal area.

Centrally located in Blandford Square, Newcastle, the gallery is in close proximity to Central Station and public transport links. This 1,800sq/ft ground floor shopfront space is fully accessible and fitted out with sustainable materials. The Foundation announced its new venue in July 2021, with its new programme launching in September 2021.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

Recent Appointments

In April 2021, Co-Founder and CEO Miles Thurlow and General Manager, Max Lee, were joined by Assistant Director Clare Gomez.

Clare joined Workplace Foundation from the Hepworth Wakefield where she was Collection and Exhibitions Registrar; previous to this Claire was Studio and Programme Co-ordinator at the New Bridge Project, Newcastle Gateshead.

In September 2021 we recruited 2 new Front of House staff to help us with visitor management.

The team has worked together very successfully in 21/22 and the increased capacity enabled us to successfully move from The Old Post Office and build out the new gallery space.

Alongside this, the team developed of a new business plan, fully aligned with Arts Council England's 'Lets Create Strategy', with a particular focus on diversity, inclusivity, sustainability and accessibility.

This new outlook is at the core of all our programming and activity, outlined below.

Programme Highlights

In Conversation: Noel Clueit and Maria McLintock (Thursday 8th April 2021)

Artist Noel Clueit discussed his current online exhibition *Lockedgroove* and wider practice with curator, historian and writer Maria McLintock.

Noel Clueit (b.1984) lives and works in Manchester, UK. He completed his BA in Fine Art at Cumbria Institute of The Arts in 2007. Recent exhibitions include: *The Lights*, Grundy Art Gallery, Blackpool; *Everything Must Go (Part 2)* - Workplace Foundation, Gateshead; *AND A* 123, Castlefield Gallery, Manchester; and *:*, a solo presentation of new works for Grundy Art Gallery, Blackpool.

Clueit has undertaken residencies with Edinburgh Sculpture Workshop, Airspace Gallery and participated in the first iteration of *The Syllabus*, a ten-month residency programme initiated by Wysing Arts Centre. He also co-founded the collaborative gallery programme titled *dateduration* with Maeve Rendle.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

Maria McLintock is a curator and historian of architecture and design. She works as an Assistant Curator at the Design Museum, London, where she has co-developed the exhibitions *David Adjaye: Making Memory* (2019) and *Electronic: From Kraftwerk to The Chemical Brothers* (2020), among others. She is a Visiting Lecturer in Architectural History and Theory at the School of Architecture, University of Limerick, and an Associate Lecturer in Design Theory at University of the Arts, London.

She has written on the intersections of architecture, migration and social systems for publications such as *Architectural Review* and *Failed Architecture*. She is a Young Trustee of the Architecture Foundation, London.

Tayo Adekunle (10 June – 11 July 2021, Workplace Foundation VR Space)

Workplace Foundation was pleased to present the first online solo show of Edinburgh based photographer Tayo Adekunle.

Adekunle uses self-portraiture to expose issues of race, gender and sexuality whilst investigating racial and colonial history. Through re-working historical stereotypes she highlights the fetishisation, sexualisation and western gaze on black female bodies. This exploration runs throughout her series *Reclamation of the Exposition* and *Venus Noire* as well as her most recent work *Yemoja* to create a rich presentation of the colonial perception of the black female body.

Tayo Adekunle is from Wakefield, and has recently moved to London, UK. She completed her BA in Fine Art at Edinburgh College of Art in 2020. Recent exhibitions include: *SSA 123rd Annual Exhibition*, Royal Scottish Academy, Edinburgh; *COUP DE FOUDRE*, Insurgency Gallery and Five Years, London; *A Quest That's Just Begun*, Wooosh Gallery with Generator Projects, Dundee; and *Butter on Bacon*, Hospitalfield, Arbroath. She recently completed a residency with Hospitalfield, Arbroath, and has work in The University of Edinburgh Art Collection, Edinburgh.

In Conversation: Tayo Adekunle and Arike Oke (1st December 2021)

Following on from our digital exhibition *Tayo Adekunle* in June, we are pleased to host our next In Conversation with artist Tayo Adekunle and cultural leader, archivist and curator Arike Oke. They will be discussing Tayo's exhibited works in more depth including the research behind them.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

Arike Oke is a noted cultural leader, a registered archivist, a curator and museology consultant. Most recently she was the Managing Director for Black Cultural Archives, the home of Black British history, and is to take up the newly created role of Executive Director of Knowledge and Collections at the BFI in January 2022. Her first major curatorial experience was 'Perpetual Movement', which combined contemporary art, archives and contemporary dance at the Lowry, Salford in 2017. While at BCA she platformed Black artists and curators with an emphasis on archival residencies.

Dark Matter (18 September – 6th November 2021)

Celebrating the launch of Workplace Foundation's new space in Newcastle, we were delighted to present *Dark Matter* an exhibition of recent works by our Community of Artists.

The title is a reference to *Dark Matter - Art and Politics in the Age of Enterprise Culture* by artist, writer and activist Gregory Sholette. Sholette argues that non-institutional, self-organised and artist-led practices make up the unseen 'dark matter' of the artworld and are essential to supporting and sustaining the wider artistic ecology.

Creative dark matter 'displays a degree of autonomy from the critical and economic structures of the art world by moving instead in-between its meshes'. It is in these often overlooked 'in-between' spaces that some of the most progressive and experimental forms and ideas can flourish.

This exhibition brings together and continues our journey with our Community of Artists who form an integral part of Workplace Foundation's ecology. The events over the last year have further highlighted the importance of fostering this supportive community to enable experimentation, as well as the importance of learning from shared experience.

Continuing our intention to support artists through an alternative form of non-exclusive representation outside of a commercial gallery context, the Community of Artists is a growing group of critically engaged artists that have been selected from our past programme by our curatorial team.

Exhibiting artists are: Catherine Bertola, Cath Campbell, Nina Chua, Joe Clark, Noel Clueit, Claire Dorsett, Peter J. Evans, Parham Ghalamdar, Dean Hughes, Rachel Lancaster, Paul Merrick, Mick Peter, Magnus Quaife, Nicola Singh and Cecilia Stenbom. Works will be presented in a range of media including painting, sculpture, video and works on paper.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

Saturday Workshop: Family Drop-in

Artist Cath Campbell hosted a free family drop-in workshop that was suitable for all ages. Running alongside the current exhibition *Dark Matter*, the workshop drew inspiration from Noel Clueit's works *pick up / try again* and was a chance to make some moveable sculptures.

Nina Chua: Permanent Marker (26 November 2021 – 15 January 2022)

Workplace Foundation was delighted to announce *Permanent Marker*, a solo exhibition by British artist Nina Chua.

The exhibition presented a selection of recent wall-based and sculptural works on paper. Using permanent marker pen, Chua uses repetition and line to build up dense, contemplative works that explore the threshold between drawing and object. Shown here in combination, her sculptural and wall-based explorations oscillate between absence and presence and destabilise the viewers perception both spatially and temporally.

Nina Chua lives and works in Manchester. She studied at Manchester School of Art and completed her MA in Fine Art in 2011. In 2016 she was selected for the Liverpool Biennial Associate Artist Programme. In 2020 her work was selected for the Trinity Buoy Wharf Drawing Prize.

Chua has exhibited nationally and internationally including: Nakata Museum, Hiroshima; Castlefield Gallery, Manchester; Baltic 39, Newcastle; DOX Centre for Contemporary Art, Prague and Workplace Gallery, Gateshead. Her work is held in the collections of The Whitworth Art Gallery, Manchester; Manchester Art Gallery, Manchester; The Centre for Artist's Books at Dundee Contemporary Arts, Dundee; and Simmons and Simmons Contemporary Art Collection.

Review: The exhibition was reviewed in the Feb 2022 edition of Art Monthly by Pavel Buchler

In Conversation: Nina Chua and Mary Doyle (11 January 2022)

Following on from our exhibition *Nina Chua: Permanent Marker*, we were pleased to host our next *In Conversation* with artist Nina Chua and co-founder of Drawing Room, Mary Doyle, discussing Nina's exhibited works in more depth including the research behind them.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

Mary Doyle has worked in the visual art sector for over 30 years. She initiated Drawing Room with co-founders Kate Macfarlane and Katharine Stout in 2000 and has co-directed the organisation since. Prior to this, she was Senior Curator at the Contemporary Art Society, leading on acquisitions of contemporary art for fifteen museums throughout England from 1995-2005. She has worked at Arts Council National Touring Exhibitions, the British Council and several commercial galleries in London.

Saturday Workshop: Family Drop-in

Nina Chua hosted a workshop using marker pen on paper that was suitable for all ages. Running alongside her solo exhibition *Permanent Marker*, the workshop was an exploration of mark-making on a large scale.

Tess Denman – Cleaver: *Return* (5 February – 9 April 2022)

Workplace Foundation was pleased to announce a solo exhibition *Return* by North-East based artist Tess Denman-Cleaver. The exhibition brought together a series of texts and photographs that Denman-Cleaver had been developing since 2016.

The collection of texts are written with a performative sensibility and relate to unseen photographs and film documentation belonging to the artist. They are each grounded in friendships between women. Alongside these texts are a series of hand printed silver gelatin photographs of a fragment of a broken pot, referring back to the object, place, materiality and time. The title of the exhibition *Return* comes from one of Denman-Cleaver's texts that conveys a return to a birthplace. The texts are gifts, they return favours to particular women in her life, and they are returns to sites of memory. There is also a reference to a return key on a keyboard and the poetic structure on a page.

Tess Denman-Cleaver is based in the North-East. She works across performance, writing, workshops and installation, and is Programme Manager (Participation & Young People) at New Writing North. She is also the Producer of Women Artists of the North East Library. In 2018, Tess completed a PhD on philosophy and landscape in performance practice at Newcastle University. She has exhibited nationally and internationally including: *Town Hall Meeting of the Air* (with Kate Liston), Baltic 39, Newcastle; *Instructions for Walking Women*, Walking Festival of Sound, Newcastle; *Without Apology*, Vera Baxter, Sweden; and *Writing with Sound*, Audiograft Festival, Oxford. She was also Project Artist for *Journeys with The Waste Land*, Turner Contemporary, Margate, and has created performance and audio works for Tate Britain and Tate St Ives.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

***In Conversation: Tess Denman-Cleaver and Rachael Allen* (17th March 2022)**

An *In Conversation* event was held between artist Tess Denman-Cleaver and poet and editor Rachael Allen as part of Tess's current exhibition *Return*. This was a chance to explore the exhibition in more depth, including research behind it, as well as Tess's wider practice.

Rachael Allen is the author of *Kingdomland* (Faber) and co-author of numerous artists' books, including *Nights of Poor Sleep* (Prototype), *Almost One, Say Again!* (Slimvolume) and *Green at an Angle* (Kestle Barton). She is the poetry editor for Granta.

Saturday Drop-in Workshop (26 March 2022)

Alongside *Return*, Tess Denman-Cleaver ran a practical workshop for all ages and abilities that shared some of the ways she uses objects, personal archives and photography to write. Participants had the opportunity to try their hand at writing with and in response to various objects.

Tess Denman-Cleaver: Return – Closing Brunch | Live Reading (9 April 2022)

We held a Closing Brunch to celebrate the end of Tess Denman-Cleaver's solo exhibition at Workplace Foundation. As part of the event, Tess performed a live reading from work included in the exhibition

EDI and Investment Principles

Arts Council England have reshaped the structure of their investment and as such there are 4 Investment Principles (Dynamism, Inclusivity & Relevance, Environmental Responsibility, Ambition & Quality) outlined in *Let's Create* their vision for the future of creativity and culture until 2030: We will report on each as agenda items in quarterly board meetings going forwards.

Sub-Committees have been established for the respective Investment Principles led by specific Board Members.

- Environmental Responsibility - Robert Devereux
- Ambition & Quality – Maitreyi Maheshwari
- Inclusivity & Relevance – Dean Hughes and Paul Smith
- Dynamism – Tom Wilcox.

All sub-committees are attended by Miles Thurlow and Clare Gomez.

An Equality Diversity and Inclusion Sub-Committee continues to convene with Miles Thurlow, Clare Gomez, Judith Carlton and Maitreyi Maheshwari.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.),

In 21/22 we joined the Gallery Climate Coalition and produced an Environmental Strategy. During this period, we transitioned to using majority sustainable materials and working with sustainable organisations, cutting the use of plastic and buying only recycled where possible. We also increased our levels of recycling available onsite

During this period our commitment to improving diversity and accessibility was paramount. We created a quarterly accessibility audit and report to board and an audit of diversity and skills of our board and staff. Our Safeguarding Policy and Staff Handbook was updated, and training for staff for EDI was completed.

Talks were recorded to make them accessible for a wider audience, and if requested we could provide BSL. All talks were also transcribed, videoed and exhibition previews and guides, and activity sheets were available in large print.

Our activity included weekend brunch previews as well as evening previews to provide accessibility to families.

We reviewed building accessibility and adaptations included a drop kerb to the entrance.

We always ask pronouns and include them in our signatures and use 'they' until told otherwise and have gender neutral toilets.

Financial Review

The out-turn for the year is an unrestricted deficit of £(1,909) (2021: surplus £17,720). The surplus will be deducted from Unrestricted Reserves, leaving a balance on Unrestricted Funds at 31 March 2022 of £138,453.

The Trustees consider the financial performance of the charity to be satisfactory.

PLANS FOR FUTURE PERIODS

Over the next year for Workplace Foundation will focus on further embedding its presence at the gallery in 12 Blandford Square, which will include the development of its Library and its Communal Area. We intend to increase the dwell time of visitors by creating a comfortable, accessible environment which will include basic kitchen and coffee and tea point facilities as well as free wi-fi and self-guided family activities.

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PLANS FOR FUTURE PERIODS (CONTINUED)

The beginnings of symbiosis with our sibling commercial gallery in London - Workplace Gallery will be further developed, we have seen good conversion of private art collectors to philanthropic supporters of Workplace Foundation and we intend to increase the potential of this by continuation of the presence of Workplace Foundation team at Workplace Gallery previews and meals in London.

As we enter into the next round of NPO applications we will continue our strong development of the Investment Principles and continue to integrate these into our thinking and programming of the space.

We will continue to support emerging organisations and artists groups, expanding their networks and raising aspirations by being open and transparent as much as possible and through committing to knowledge transfer and maintaining a spirit of generosity.

We are committed to the North-East and wider North and understand that to be successful it helps to be part of an integral vibrant scene. We have developed deep roots in the North-East arts community over 20 years and have strong relationships with major organisations and artist-led grassroots collectives.

In 2022/23 we aim to:

- Carry out 4 physical exhibitions in our gallery plus talks, dinners and workshops
- Carry out 3 digital exhibitions in our VR gallery plus talks and tours
- Carry out 12 studio visits with emerging and under-represented artists
- Continue to embed responsive participatory activities into the programme
- Allocate dedicated research time to support our ambitions

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RESPONSIBILITIES OF THE TRUSTEES

The Trustees (who are also the Directors of Workplace Foundation for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees



Mr T Wilcox
Trustee
Company Registration Number 05312213

20 December 2022

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF WORKPLACE FOUNDATION LIMITED YEAR ENDED 31 MARCH 2022

I hereby report to the Trustees/Members of Workplace Foundation (Charity Registration Number 1174379) on the accounts for the year ended 31 March 2022 set out on pages 19 to 30.

Responsibilities and basis of report

As the charity's Trustees (and also its directors 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').

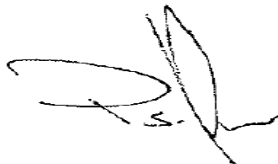
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods or principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial reporting Standard applicable in the UK and Republic of Ireland (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.



Pete O'Hara, FCA, Chartered Accountant
Fellow of the Institute of Chartered Accountants in England & Wales

4 Stoneyhurst Road West, Gosforth, Newcastle upon Tyne NE3 1PG

20 December 2022

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income					
Income from Investments	3	30	-	30	-
Income from Grants, Donations & Legacies	4	217,976	10,000	227,976	173,872
Income from Charitable Activities	5	2,850	-	2,850	1,000
Other Income	6	9,053	-	9,053	7,313
Total Income		229,909	10,000	239,909	182,185
Expenditure					
Expenditure on Charitable Activities	7	231,818	-	231,818	165,622
Total Expenditure		231,818	-	231,818	165,622
Net Income/(Expenditure)	8	(1,909)	10,000	8,091	16,563
Balance brought forward at 1 April		140,362	-	140,362	123,799
Balance carried forward at 31 March	14	£138,453	£10,000	£148,453	£140,362

The notes on pages 21 to 30 form part of the financial statements.

All of the activities of the company are classed as continuing.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL POSITION/BALANCE SHEET
AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible Fixed Assets	10	42,330	1,249
Current Assets			
Stock	11	8,035	8,035
Debtors	12	111,009	14,301
Cash At Bank & In Hand		33,892	153,323
		<u>152,936</u>	<u>175,659</u>
Creditors – Amounts Falling Due Within 1 Year	13	(46,813)	(36,546)
Net Current Assets/(Liabilities)		<u>106,123</u>	<u>139,113</u>
Total Net Assets	14	<u>£148,453</u>	<u>£140,362</u>
Represented by:			
Restricted Funds	15	10,000	-
Designated Unrestricted Funds	15	112,330	70,000
General Unrestricted Funds	15	26,123	70,362
		<u>£148,453</u>	<u>£140,362</u>

The notes on pages 21 to 30 form part of the financial statements.

The Trustees are satisfied that for the year ended 31 March 2022 the charity was entitled to exemption under section 477(2) of the Companies Act 2006. The Trustees also confirm that the Members have not required the charity to obtain an audit in accordance with section 476 of the Companies Act 2006

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act,
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements were approved and signed by a Member of the Board of Trustees on 20 December 2022.



Mr T Wilcox
Trustee
Company Registration Number 05312213

**WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. Accounting Policies

Basis of Accounting

These financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 – 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ('FRS 102'), and with the Companies Act 2006 and the Statement of Recommended Practice (Charities SORP FRS 102) "Accounting and Reporting by Charities" and the Charities Act 2011.

The financial statements have been prepared on the historical cost basis, modified to include certain financial instruments at fair value.

Advantage has been taken of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a statement of cashflows.

The financial statements are prepared in sterling, which is the functional currency of the charity.

Taxation Status

Workplace Foundation is a Charity registered under the 1960 Charities Act and is accorded exemption from liability to taxation on its income under S505 Income and Corporation Taxes Act 1988.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Income

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy.

The following specific policies are applied to particular categories of income:

- Donations and legacy income is received by way of donations, legacies, grants and gifts and is included in full in the Statement of Financial Activities when receivable.
- Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable.
- Income from charitable trading activity is accounted for when earned.
- Other income is accounted for when receivable.

**WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. Accounting Policies (Continued)

Operating Leases

The charity classifies the lease of certain types of equipment as operating leases as the title to the equipment remains with the lessor. Rental charges are charged against income on a straight-line basis over the period of the lease.

Tangible Fixed Assets and Depreciation

Depreciation is provided on any fixed assets at rates calculated to write off the assets over their remaining useful lives as follows:

IT, Office & Technical Equipment - 33% per annum straight line

A full year's depreciation charge is applied in the year of acquisition and no charge is made in the year of disposal.

Impairment of Fixed Assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Financial Instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost where there is a material adjustment.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the purposes of the charity.

Designated funds are unrestricted funds earmarked by the trustees for specific purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies (Continued)

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are no significant judgements or estimation uncertainty included within the financial statements.

Pensions

Workplace Foundation contributes to a defined contribution pension scheme. Further details can be found in Note 8.

For the defined contribution scheme, the amount charged to the Statement of Financial Activities in respect of pension costs is the contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the Balance Sheet.

2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1. The company law members of the charity are the members of its Board of Trustees.

3. Income from Investments

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Bank Interest Receivable	30	-	30	-
	£30	£-	£30	£-

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

4. Income from Grants, Donations & Legacies

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Grant Income				
African Arts Trust	-	10,000	10,000	-
Arts Council England - Cultural Recovery Fund	75,000	-	75,000	-
Arts Council England – NPO	107,349	-	107,349	107,349
Arts Council England - Emergency Fund				12,000
Esmee Fairbairn Foundation - TASK	-	-	-	5,000
Gateshead Council - COVID-19	12,000	-	12,000	44,023
Henry Moore Foundation	-	-	-	3,000
Newcastle City Council - Omicron	4,000	-	4,000	
	198,349	10,000	208,349	171,372
Donations & Gift Aid	19,627	-	19,627	2,500
	£217,976	£10,000	£227,976	£173,872

Of the 2021 total of £173,872, £165,872 is attributable to Unrestricted Funds and £8,000 to Restricted Funds.

5. Income from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Earned Income – Artwork Sales	1,850	-	1,850	-
Earned Income – Other	1,000	-	1,000	1,000
	£2,850	£-	£2,850	£1,000

The 2021 total of £1,000 is wholly attributable to Unrestricted Funds.

6. Other Income

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Museums & Galleries Exhibition Tax Relief	2,053	-	2,053	7,313
Legal Settlement	7,000	-	7,000	-
	£9,053	£-	£9,053	£7,313

The 2021 total of £7,313 is wholly attributable to Unrestricted Funds.

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

7. Expenditure on Charitable Activities

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Programme Costs				
Artists & Third Party Commission	927	-	927	-
Gallery & Exhibition Costs	20,739	-	20,739	7,639
Bad Debts	-	-	-	11,709
Support Costs				
Salaries & On Costs	91,705	-	91,705	38,720
Freelance Team Costs	-	-	-	7,992
Premises Costs	36,761	-	36,761	50,738
Digital Infrastructure	4,531	-	4,531	19,531
Administration Costs	49,376	-	49,376	25,268
Governance Costs				
Independent Examiner's Fees	1,200	-	1,200	1,200
Other Accountancy Fees	1,800	-	1,800	1,800
Legal & Professional Fees	24,779	-	24,779	1,025
	£231,818	£-	£231,818	£165,622

Of the 2021 total of £165,622, £156,465 is attributable to Unrestricted Funds and £9,157 to Restricted Funds.

8. Staff Costs & Trustees' Remuneration

	2022	2021
	£	£
Gross Salary Costs	86,969	37,917
Employer's National Insurance	3,031	-
Employer's Pension Contributions	1,705	803
	£91,705	£38,720

No employee received remuneration of more than £60,000 during the year (2021 - Nil).

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

8. Staff Costs & Trustees' Remuneration (Cont.)

The average number of staff employed during the year, calculated as full-time equivalents, was as follows:

	2022 No.	2021 No.
Artistic Curation and Management	4	2

Pension benefits are provided through a Group Personal Pension Scheme, which is a defined contribution scheme. The assets of the scheme are held separately from those of the company in a separately administered fund. In the year to 31 March 2022 Workplace Foundation made an employer's contribution of 3% of pensionable pay, provided that the employee makes a minimum contribution of 5%.

These amounts are due to be paid over to the scheme on a monthly basis. Contributions of £110 were outstanding at 31 March 2022 (2021: £1,827)

No remuneration has been paid to any Trustees/Directors in the year (2021: Nil), nor were any travel and subsistence expenses were reimbursed to Trustees in respect of their attendance at meetings of the charity (2021: £Nil).

9. Net Income/(Expenditure)

	2022 £	2021 £
Net income/(expenditure) is stated after charging/(crediting):		
Independent Examiner's Fees	1,200	1,200
Independent Examiner – Other Services	1,800	1,800
Depreciation of owned Fixed Assets	12,058	625

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

10. Fixed Assets

	Computer Equipment £	Office Equipment £	Leasehold Improvements £	Total £
Cost				
At 1 April 2021	14,240	7,708	-	21,948
Additions in year	4,645	1,393	47,101	53,139
At 31 March 2022	18,885	9,101	47,101	75,087
Accumulated Depreciation				
At 1 April 2021	12,991	7,708	-	20,699
Charge for year	2,173	465	9,420	12,058
At 31 March 2022	15,164	8,173	9,420	32,757
Net Book Value				
At 31 March 2022	£3,721	£928	£37,681	£42,330
At 1 April 2021	£1,249	£-	£-	£1,249

11. Stocks

	2022 £	2021 £
Artwork for Resale	8,035	8,035
	£8,035	£8,035

12. Debtors

	2022 £	2021 £
Trade Debtors	17,190	-
Grant Debtors	75,000	-
Other Taxes & Social Security Costs	3,416	2,388
Other Debtors	6,263	439
Workplace Gallery Limited	350	350
Accrued Income	2,000	9,313
Prepayments	6,790	1,811
	£111,009	£14,301

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

13. Creditors – Amounts Falling Due Within 1 Year

	2022	2021
	£	£
Accruals	12,100	7,780
Credit Card Account	1,617	2,064
Pension Scheme	110	1,827
Other Taxes & Social Security Costs	6,285	-
Trade Creditors	26,701	24,875
	£46,813	£36,546

14. Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Fixed Assets	42,330	-	42,330	1,249
Stocks	8,035	-	8,035	8,035
Debtors	111,009	-	111,009	14,301
Cash at Bank and In Hand	23,892	10,000	33,892	153,323
Creditors – Amounts Due Within 1 Year	(46,813)	-	(46,813)	(36,546)
	£138,453	£10,000	£148,453	£140,362

WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

15. Analysis of Charitable Funds

	Fund at 1 April 2021	Income/ Transfers in Year	Resources Expended in Year	Fund at 31 March 2022
	£	£	£	£
Unrestricted Funds				
Charity General Fund	70,362	162,579	(206,818)	26,123
Designated Funds				
Business Interruption Fund	25,000	-	(25,000)	-
Fixed Asset Fund	-	42,330	-	42,330
Core Reserve Fund	45,000	25,000	-	70,000
Total Unrestricted Funds	140,362	229,909	(231,818)	138,453
Restricted Funds				
African Arts Trust	-	10,000	-	10,000
Total Restricted Funds	-	10,000	-	10,000
Total Funds	£140,362	£239,909	£(231,818)	£148,453
Name of Designated Fund	Description, Nature & Purpose of the Designated Fund			
Business Interruption Fund	To address the perceived risk relating to premises and also against future unforeseen events			
Fixed Asset Fund	To set aside the net book value of fixed assets without continuing restriction, given that such funds are not readily realisable			
Core Reserve Fund	To set aside the minimum funds deemed necessary towards the costs of winding up the charity or transitioning to a new business model should the circumstances occur			
Name of Restricted Fund	Description, Nature & Purpose of the Restricted Fund			
African Arts Trust	Towards the establishment of a library			

**WORKPLACE FOUNDATION
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

16. Related Party Transactions

The charity has a close working relationship with Arts Council England which is a registered charity and has provided significant project funding which enables the charity to carry out its charitable objectives. In total, grant funding of £182,349 (2021: £119,349) was received from Arts Council England in the year.

At 31 March 2022, £75,000 was owing to Workplace Foundation from Arts Council England (31 March 2021: £Nil).

17. Taxation

The company is a registered charity and no provision is considered necessary for taxation.

18. Financial Commitments

No material financial commitments have been made in respect of future financial periods.

19. Company Limited by Guarantee

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding £1 as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There is currently 1 member of the company (2021 - 1 member).