

The Human Resource Professionals Charitable Trust

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**The Human Resource Professionals  
Charitable Trust**

**Annual report and financial  
statements**

For the year ended 31 December 2021

Charity Registration Number 1183708

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## **Reference and administrative information**

For the year ended 31 December 2021

<b>Trustees</b>	N A Squelch (Chair)
	Dr R I Wingfield
	R Kearsley
	J Traynar
	Sir P K Estlin
	A Chandra
	R W Potter
	S C Keall
	S Sandhu
	G Morgan
<b>Charity registered number</b>	1183708
<b>Principal office</b>	7 Bell Yard London EC2A 2JR
<b>Independent examiner</b>	PR Hartley FCA PO Box 27075 London N2 0FZ

## **Trustees' report**

For the year ended 31 December 2021

The trustees present their report and the financial statements of The Human Resources Professionals Charitable Trust ("the Charity") for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out on pages 10-11 and comply with the Charity's Governing Document and the Charities Act 2011. In accordance with the provisions of section 133 of the Charities Act 2011, and in line with Charity Commission guidelines, the financial statements accompanying this report have been prepared on a receipts and payments account basis.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Constitution**

The Charity is a charitable incorporated organisation (CIO), not having share capital and was incorporated on 4 June 2019. It operates in accordance with a Constitution adopted on 28 May 2019. The Charity is registered with the Charity Commission in England and Wales and its registration number is 1183708. The Charity previously operated, from 2016, as an unincorporated charity.

#### **Organisation and management**

The trustees make the key decisions about the conduct of the Charity. The trustees give their time voluntarily and do not receive any remuneration for their services to the Charity. The administration of the Charity was carried out largely by all the trustees.

#### **Recruitment and appointment of trustees**

The trustees have control of the Charity in relation to the application of funds. Trustees are appointed in accordance with the Charity's governing document. All decision-making of the Charity is made in accordance with the Charity's Conflicts of Interest policy.

#### **Trustees**

The trustees of the Charity during the year ended 31 December 2021 and up to the date of approval of this report were:

A Eccles (Chair, resigned on 1 December 2021)  
N A Squelch (Chair, appointed on 2 December 2021)  
R I Wingfield (appointed on 14 February 2021)  
R Kearsley  
J Traynar  
Sir P K Estlin  
A Chandra  
R W Potter  
S C Keall  
S Sandhu  
G Morgan

## Trustees' report (continued)

For the year ended 31 December 2021

The trustees are responsible for the governance of the charity, the allocation of grants and the safekeeping of its funds.

Andrea Eccles was appointed Master of the Guild of Human Resources in October 2021 and her last meeting as Chair was 22nd September 2021. Whilst the HRPCT is the charity arm of the Guild of Human Resources, for the Charity to maintain its independence, a new Chair was recruited and appointed with extensive charity sector experience. Nikki Squelch Chaired her first Trustee meeting on 2nd December 2021. Andrea will now be an Advisory Member.

### OBJECTIVES AND ACTIVITIES

The main objectives of the Charity and their activities are:

- To provide advancement of the art and science of human resources and personnel management for the public benefit by supporting education and training including in methodologies to promote effective workplace cultures, awarding prizes for innovation of excellence in human resource practice and awarding bursaries and grants to support development in workplace culture and other aspects of people management that improve working lives.
- The relief of unemployment for the public benefit by providing funding and support to charities of community groups so that such groups are equipped with the necessary skills and tools to assist people who are unemployed or seeking re-entry to the workplace.
- The Charity shall also further such other purposes that are charitable under the laws of England and Wales.

### Public benefit statement

The trustees of the Charity have given due regard to the Charity Commission's guidance on public benefit and have taken reasonable steps to ensure that this guidance has been considered in the activities undertaken by the Charity to deliver its charitable purposes.

The Charity delivers a benefit to the public through the pursuance of its principal objects, in particular the advancement of education and promotion of community participation.

### ACHIEVEMENTS AND PERFORMANCE

The Human Resource Professionals Charitable Trust (HRPCT) received Charity Commission Registration in June 2019 and this report details the Charity's activities for the second full year of operation as a CIO. The trustees are pleased to report that, in spite of Covid-19, it has been a successful year for the Charity in terms of donations and our charitable activities but that the Charity had limited opportunity for grant-make during such a long period of lockdown. That being said, it has been delightful to support two organisations who closely align to our objects relating to employability and enhance workplace culture.

## Trustees' report (continued)

For the year ended 31 December 2021

### *Fundraising and funds*

Fundraising comes from several sources:

- Events run for the Charitable Trust by the HR Guild with surplus proceeds donated to our Charity;
- An auction at the Charity Event;
- Donations from corporates such as Workday;
- Grant-making from other organisations following an application by the Charitable Trust.

Unfortunately, due to Covid, the first three of these fundraising sources were not available. However, the Charity was enormously pleased to receive a considerable donation (from the Lord Mayor's Appeal) in recognition of the equality, diversity and inclusion work that we have been undertaking to a small number of other organisations in the Livery world. Our total funds received from organisations were (£30,662 + £14,000 + £1000 + £1000 + £1000 + £500 + £50) £48,212.

On 1 July 2021, the Trust was successful in securing Gift Aid status. Following this, an appeal was launched amongst members of the Guild of Human Resource Professionals which raised £19,595. The entire amount was eligible for gift aid. The closing balance of funds held by the HRPCT as at 31 December 2021 was £155,801.

### *Grants made*

During 2021, because of lockdown, the Charity received only two applications for grants which met the Charity's objects. These were from:

- No Going Back (Grant made: £2,500) is a Prisoner Employability Charity which helps those leaving prison into employment. We were delighted to award £2,500 to this Charity which received two levels of matched funding. The first came from another Livery Company who matched our donation to lift this to £5,000. A second anonymous Charity matched this again and No Going Back received a total of £10,000 based on our initial grant.
- Aspirations (Grant made: £1,000) is a CIC which focuses on neurodiversity. Their aim is to help individuals with autism and other neuro-diverse backgrounds to secure employment. They provide careers advice and training to individuals in this respect and educate employers on how to secure talent from this population. They also help firms to understand where reasonable adjustments will enhance the retention of the individual concerned. The grant made was £1,000.

We have continued to support other charities to whom we made grants in 2020. We promoted the Social Mobility Awards for Making the Leap and offered pro bono support to London Village Networks through their Power of the Hour talks with young people seeking education and careers advice. In March 2021, even though in full lockdown, we did an on-line promotion of both charities to HR directors to which we had over 70 virtual attendees.

To supplement the effectiveness of our donations, the Charity joined forces with the The Guild of Human Resource Professionals Limited (HR Guild)'s Pro Bono Team, under the leadership of Court Assistant Lex Verweij and further carried out free training relating to employability. A key partner here is the Sea Cadets and once again the HR Guild/Charity provides employability training and assesses transferable skills.

## Trustees' report (continued)

For the year ended 31 December 2021

### FINANCIAL REVIEW

#### Results for the year

The results for the year are shown in the financial statements on page 8. During the year, the Charity received donations and income of £67,807 (2020: £55,000). The Charity made grants of £3,500 (2020: £4,800) and incurred governance expenses of £4,770 (2020: £900). The result for the year ended 31 December 2021 was a surplus of £59,023 (2020: £57,988) and was in line with the trustees' expectations.

#### Reserves

The operating costs during this year were kept to a minimum with most tasks being performed by trustees in a voluntary capacity. The level of reserves is monitored and reviewed.

As at 31 December 2021 the Charity's unrestricted funds were £155,801 (2020: £96,778). There were no restricted funds.

#### Future plans

For the financial year 2022, it is hoped that the pandemic lockdowns will now be behind us. Currently planned for 2022 are:

- The Charity Event in March 2022 with an auction to which the entire proceeds go to the HRPCT.
- Welcoming of any funds or donations to enhance grant-making and build the reserve.
- More grant-making to causes which fit our objects.
- The embedding of an investment strategy now that the funds are significant. The Charity has appointed its first Charity Fund Manager from a top reputable and FCA regulated firm in this field and the plan is to reinvest the return on investments in more grant making causes. The trustees have voted to place 75% of funds into an investment portfolio, leaving a comfortable margin for any grant-making and expenses. Our expenses, save the mandatory Financial Statement preparation and the Examination of accounts, are minimal as all trustees operate on a voluntary basis.

#### Going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least 12 months from the date of approval of these accounts.

The trustees of the Charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees are of the opinion that the Charity will have sufficient resources to meet its liabilities as they fall due.



**Trustees' report (continued)**

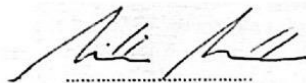
For the year ended 31 December 2021

*The Impact of Covid-19 on the Charitable Trust*

Thankfully, as a consequence of miniscule expenses for the Charity and extensive voluntary support by the trustees the HRPCT has been less affected by Covid than the larger charities. Our strategy has therefore been to concentrate on employability to ensure that opportunities for employment still exist for people from all backgrounds.

In 2021, due to lockdown, the HR Guild's Charity Event was not able to operate as a fundraiser (as has happened in every year since 2016). We therefore converted this to a Member Engagement Evening where we were able to showcase the trustees, our charitable partners specifically Making the Leap and London Village Network and were able to draw on the goodwill exuded by other Guild Members, particularly the Pro Bono Team, Master and Wardens. Again, this was virtually attended by over 70 HR Professionals.

This report was approved by the trustees and signed on their behalf by:



N A Squelch  
Chair

Date: 15/6/22.



**Independent examiner's report to the trustees' of The Human Resource Professionals Charitable Trust For the year ended 31 December 2021**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 8 to 11.

**Responsibilities and basis of report**

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

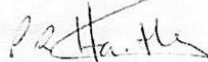
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



Paul Hartley FCA  
PO Box 27075  
London  
N2 0FZ

Date: 15 June 2022

## Financial statements

For the year ended 31 December 2021

		Unrestricted funds 2021 £	Unrestricted funds 2020 £
<b>Receipts and payments account</b>	<b>Note</b>		
<b>Receipts:</b>			
Voluntary receipts	2.a	67,807	55,000
Activities for generating funds	2.b	-	8,875
		<u>67,807</u>	<u>63,875</u>
<b>Payments:</b>			
Costs of charitable activities	2.c	3,500	4,800
Costs of generating voluntary receipts	2.d	514	187
Governance costs	2.e	4,770	900
		<u>8,784</u>	<u>5,887</u>
<b>Excess of receipts over payments</b>		<u>59,023</u>	<u>57,988</u>
Cash funds brought forward		<u>96,778</u>	<u>38,790</u>
Cash funds carried forward		<u>155,801</u>	<u>96,778</u>

## Statement of Assets and Liabilities

As at 31 December 2021

	Total unrestricted funds	Total unrestricted funds
	2021	2020
	£	£
Cash funds		
Cash at bank	155,801	96,778
Total cash funds	155,801	96,778

The financial statements were approved by the trustees and signed on their behalf by:



N A Squelch  
Chair

Date: 15/6/22

The notes on pages 10 - 11 form part of these financial statements.

## Notes to the financial statements

For the year ended 31 December 2021

### 1. Principal accounting policies

#### 1.1 Basis of preparation

These financial statements have been prepared for the year ended 31 December 2021.

The financial statements are presented in sterling and are rounded to the nearest pound. The financial statements of The Human Resource Professionals Charitable Trust have been prepared in accordance with the Charities Act 2011 using the receipts and payments basis.

#### 1.2 Going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least 12 months from the date of approval of these accounts.

The trustees of the Charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The trustees are of the opinion that the Charity will have sufficient resources to meet its liabilities as they fall due.

### 2. Receipts and payments analysis

	Total Unrestricted 2021 £	Total Unrestricted 2020 £
<b>Receipts:</b>		
<b>a. Voluntary receipts</b>		
Donations received	48,212	55,000
Gift aid received	19,595	-
	<u>67,807</u>	<u>55,000</u>
<b>b. Activities for generating funds</b>		
Income from fundraising events	-	8,875
	<u>-</u>	<u>8,875</u>
<b>Payments:</b>		
<b>c. Costs of charitable activities</b>		
Grants paid (see below)	3,500	4,800
	<u>3,500</u>	<u>4,800</u>
<b>d. Costs of generating voluntary receipts</b>		
Website cost	514	187
	<u>514</u>	<u>187</u>
<b>e. Governance costs</b>		
Accountancy fees	4,770	900
	<u>4,770</u>	<u>900</u>

## Notes to the financial statements

For the year ended 31 December 2021

The following institutions were awarded a grant during the year. Grants were not made to individuals.

	2021	2020
	£	£
Making the Leap	-	2,000
London Village Network	-	2,300
Inspire!	-	500
No Going Back	2,500	500
Aspirations	1,000	-
	<u>3,500</u>	<u>4,800</u>

### 3. Trustee's remuneration

No trustees received any emoluments for their services as trustees during the current or previous year.

No trustees were reimbursed for any expenses during the current or previous year.

### 4. Analysis of assets between funds

	Total Unrestricted funds 2021 £	Total Restricted funds 2021 £	Total funds 2021 £
Cash funds	155,801	-	155,801
Total	<u>155,801</u>	<u>-</u>	<u>155,801</u>

	Total Unrestricted funds 2020 £	Total Restricted funds 2020 £	Total funds 2020 £
Cash funds	96,778	-	96,778
Total	<u>96,778</u>	<u>-</u>	<u>96,778</u>

### 5. Related party transactions

During the year ended 31 December 2021, the Charity received a grant of £30,662 (2020: £30,000) from The Lord Mayor's Appeal so that the Charity may support other charities independently through its own grant making. Sir P K Estlin, a trustee of the Charity was also a trustee of The Lord Mayor's Appeal during the beginning of the reporting period to 15 December 2021.

