

Registered Charity Number: 1136964

Registered Company Number: 07304744

CHARITYWORKS

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

CHARITYWORKS
REPORT AND ACCOUNTS

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CHARITYWORKS THE REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2021

The trustees present their annual report and accounts for the year ended 31st August 2021.

The Board of Trustees is satisfied with the performance of the charity during the year, considers that the charity is able to continue its activities during the coming year and that the charity's assets are adequate to fulfil its obligations.

Objects and activities

Objects

The **objects** of Charityworks are for the public benefit, to advance the education in such charitable ways as the Trustees think fit, in particular, but not exclusively, the provision of training and development programmes for the benefit of the voluntary not-for-profit sector.

Vision

A not-for-profit sector recognised for leadership talent, a distinctive collaborative culture and social impact.

Mission

- To create a network of leading not-for-profit organisations committed to building capacity through collaboration.
- To promote host organisations as employers of choice
- To attract, grow and retain future managers and leaders
- To increase the reach, quality and impact of our services and improve the lives of the people the charity serves

Values

- Growing leadership talent in the non-profit sector
- A non-profit sector that thrives on innovation and creativity
- A healthy working environment where people have fun
- A not-for-profit sector driven by people with values and a commitment to the cause

Activities - Charityworks programmes

Over the last year, Charityworks has run three programmes focused on achieving its objects and delivering public benefit, namely –

Graduate trainee programme which has the aim of recruiting, developing and retaining the next generation of social leaders. This programme has run for more than a decade.

The 2027 programme which is a paid training programme that prepares people from working class backgrounds for professional, decision-making roles in the grant-giving sector. This was launched by a number of bodies, including Charityworks, in 2017 working together, originally with a 10-year timeline, since reduced to an eight-year programme.

The Kickstart programme helping not-for-profit organisations and charities access Government-backed Kickstart job placements for young people on Universal Credit and at risk of long-term youth unemployment. Charityworks is delivering a one-year *Kickstart* programme.

Achievements and performance

During the year, the established programmes - the trainee scheme and 2027 - have both continued to feel the impact of the global pandemic and service delivery has had to be modified accordingly. For example, only 87 places were filled on the graduate trainee programme against the projected 150. Nevertheless, this was in excess of the agreed lower target of 75 placements. The induction programmes achieved a satisfaction score of 91%.

CHARITYWORKS THE REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2021

The 2027 programme continued with all interventions scoring highly.

Under the Kickstart programme, a total of 352 jobs has been submitted for recruitment through local job centres representing 91% of all available opportunities. Eighty-nine trainees completed the programme in full.

It has been rewarding to see increased uptake by trainees from a Black and Minority Ethnic background in line with the charity's aim.

Charityworks maintained its *Times Top 100 Employer* placing, 46th, and was the highest climber (up 45 places) for 2021.

The programmes face a number of challenges as the pandemic begins to loosen its grip:

- Reluctance by some to travel and to take up face to face work;
- A not-for-profit sector that has suffered hugely in the closedown periods with some charities severely impacted financially and some having closed altogether;
- A very strong employment market with increased cost pressures on employers and many different offers and opportunities open to skilled and able entrants to the jobs market.

The *Kickstart* programme has encountered significant operational problems which has reduced its impact. The programme will conclude in March 2022 and the Board will review the experience and learning points with support from its supplier, Koreo.

The downturn in uptake as a consequence has meant that net income to the charity has been lower than for earlier years.

While Charityworks has managed to weather these challenges, the Board is now embarking on a programme of change and development:

- Activating the first stages of strengthening governance following an independent review. This envisages a slightly larger Board with a wider range of skills to enable greater control and direction of the charity's affairs.
- Greater clarity in regard to financial planning and reporting. This programme of change has started with support from Koreo.
- Developing a new strategy which necessarily will start from the impact of the pandemic on the world of work and on Charityworks programmes. The scope and shape of those programmes together with the prospect for new initiatives are likely to be the focus of the strategy. Greater reach and inclusivity of the charity's programmes and a focus on environmental sustainability are also likely to feature.
- Exploring the options for improved income in order to ensure the future resilience of the charity and enable it to grow further.
- Appointing, initially on a fixed term basis, a manager to help the Board drive forward these changes.

The Board is grateful to its members who have kindly agreed to stay on to see through this transition phase. This includes demitting Chair, Julie Layton, who has agreed to be an adviser to the Board enabling Board members to benefit from her considerable experience in leading the charity. The Board is also grateful to colleagues at Koreo who have rapidly adapted the service delivery model to meet the challenges of the pandemic.

Structure, governance and management

Charityworks is governed by a Board of trustees that oversees the management of the programmes which the charity runs. For some time, the delivery of these programmes has been contracted to Koreo <https://koreo.co/> which operates under contract to the charity. That contract was last revised and agreed in 2017.

CHARITYWORKS
THE REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2021

The members of the Board of Trustees of the Charity during the year ended 31 August 2021 were:

Julie Layton (Chair)
 Richard Owusu-Cyrus (Treasurer)
 Robert Mills
 Rashmi Rungta
 Ian Wilder

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

All trustees have continued on the Board since the previous year. The Chair, Julie Layton, gave notice of her intention to stand down as Chair and as a trustee and director as soon as a new Chair could be appointed and take up the role. The role was advertised publicly and a selection process was followed supported by a recruitment agency. The successful applicant, Andrew Hall, attended a Board meeting before he took up the three-year role in September 2021, being appointed to the Board on 24 September 2021.

Reference and administrative details

The full name of the charity is: Charityworks
 Registered Charity number: 1136964
 Registered company number: 07304744
 Registered office: 15 Holywell Row, London EC2A 4JB

Financial review including exemptions from disclosure and funds held as custodian trustee on behalf of others.

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year 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 the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material change.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Method of preparation of accounts


These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime under the Companies Act.

This report was approved by the Board of Trustees on 4 May 2022

Independent Examination

The Trustees have opted to have an Independent Examination by a suitably qualified Chartered Accountant.

Andrew Hall
 Director and Trustee



CHARITYWORKS
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHARITYWORKS
FOR THE YEAR ENDED 31 AUGUST 2021

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2021, which are set out on pages 5 to 10.

Responsibilities and basis of report

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

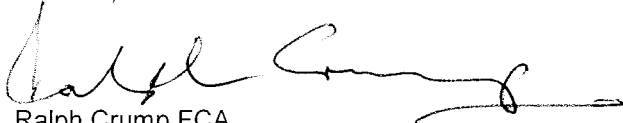
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 415 of the Charities Act 2011 (the '2011 Act'). 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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 396 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 requirements 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 and 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 or Republic of Ireland (FRS 102).

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,



Ralph Crump FCA
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04/05/2022

CHARITYWORKS
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Funds 2021 £	Last Year Total Funds 2020 £
<i>Incoming resources from charitable activities</i>	606,175	105,000	711,175	749,438
Total incoming resources	<u>606,175</u>	<u>105,000</u>	<u>711,175</u>	<u>749,438</u>
<i>Costs of charitable activities</i>	591,304	105,000	696,304	699,765
<i>Governance costs</i>	28,033	-	28,033	7,118
Total resources expended	<u>619,337</u>	<u>105,000</u>	<u>724,337</u>	<u>706,883</u>
Net incoming resources before transfers between funds	<u>(13,162)</u>	<u>-</u>	<u>(13,162)</u>	<u>42,555</u>
Gross transfers between funds	-	-	-	-
Net incoming resources before other recognised gains and losses	<u>(13,162)</u>	<u>-</u>	<u>(13,162)</u>	<u>42,555</u>
Other recognised gains and losses	-	-	-	-
Net movement in funds for the year	<u>(13,162)</u>	<u>-</u>	<u>(13,162)</u>	<u>42,555</u>
Reconciliation of funds				
<i>Total funds brought forward</i>	210,389		210,389	167,834
Total funds carried forward	<u>197,227</u>	<u>-</u>	<u>197,227</u>	<u>210,389</u>

CHARITYWORKS
Company Number: 07304744
BALANCE SHEET AT 31 AUGUST 2021

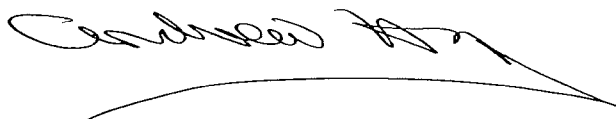
	Notes	2021		2020	
		£	£	£	£
The assets and liabilities of the charity					
Current assets					
Debtors	6	85,448		66,326	
Cash at bank and in hand		426,196		190,322	
Total current assets		511,644		256,648	
Creditors					
Amounts due within one year	7	(314,417)		(46,259)	
Net current assets			197,227		210,389
Total assets less current liabilities			197,227		210,389
Net assets			197,227		210,389
<i>The funds of the charity:</i>					
Unrestricted general funds			197,227		210,389
Restricted funds			-		-
Total charity funds			197,227		210,389

For the year ended 31 August 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- (i) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
- (ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of the accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 4 May 2022 and signed on its behalf of:



Andrew Hall
 Director and Trustee

**CHARITYWORKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021**

1. Accounting policies

The financial statements have been prepared on a going concern basis and under the historical cost convention. They comply with the Statement of Recommended Practice (SORP) FRS 102, Accounting and Reporting by Charities' effective 1 January 2015 together with the reporting requirements of the Financial Reporting Standard applicable in the UK (FRS 102) - effective 1 January 2015 and the Companies Act 2006.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Incoming Resources

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

Deferred income

In accordance with the SORP grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the SORP.

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only.

Finance and operating leases

Rentals payable in respect of operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred.

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment. Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support and governance costs where this is allowed under the terms of the funding.

2. Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

**CHARITYWORKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021**

3.	Surplus for the financial year	2021	2020
		£	£
	This is stated after crediting/(charging):-		
	Revenue turnover from ordinary activities	606,175	639,438
	Grants received - restricted income	105,000	110,000
	Total income	711,175	749,438

During the year grants were received as restricted income as follows:-

	£	£
Esmee Fairbairn Foundation - grant award to ensure diversity in staff within Charitable Trusts and foundations	-	50,000
Esmee Fairbairn Foundation - Support for small/medium charities in the environmental and children in care sectors	-	-
Big Lottery Fund	95,000	60,000
Oak Foundation	10,000	-
	105,000	110,000

4.	Staff costs and emoluments	2021	2020
		£	£
	Gross salaries	-	-
	Employer's National Insurance	-	-
		-	-

	Number of full time employees or full time equivalents	2021	2020
	Engaged on charitable activities	0	0
		0	0

5. **Trustees' remuneration**

Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year.

CHARITYWORKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021

	2021 £	2020 £
6. Debtors		
Trade debtors	-	10,008
Prepaid expenses	2,915	2,915
Taxation recoverable	-	787
Funds held by Koreo on Charityworks behalf	82,533	52,616
	<u>85,448</u>	<u>66,326</u>
7. Creditors: amounts falling due within one year		
Trade creditors	49,736	6,606
Accrued expenses	260,895	37,252
Deferred income	2,401	2,401
Taxation & social security	1,385	-
	<u>314,417</u>	<u>46,259</u>
8. Analysis of the Net Movement in Funds		
Net movement in funds from Statement of Financial Activities	(13,162)	42,555

9 Particulars of Individual Funds and analysis of assets and liabilities representing funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
At 31 August 2021				
Tangible fixed assets				-
Current assets	511,644	-	-	511,644
Current liabilities	(314,417)	-	-	(314,417)
	<u>197,227</u>	<u>-</u>	<u>-</u>	<u>197,227</u>
At 1 September 2020				
Tangible fixed assets				
Current assets	254,512	-	-	254,512
Current liabilities	(44,123)	-	-	(44,123)
	<u>210,389</u>	<u>-</u>	<u>-</u>	<u>210,389</u>

**CHARITYWORKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021**

9. contd/...

The individual funds included on the previous page and the movements in funds are:-

	Funds at 2020 £	Movements in funds as below £	Transfers between funds £	Funds at 2021 £
Unrestricted General fund	210,389	(13,162)	-	197,227
Restricted fund	-	-	-	-
	<u>210,389</u>	<u>(13,162)</u>	<u>-</u>	<u>197,227</u>

10. **Endowment funds**

The charity had no endowment funds in the year ended 31 August 2021 (2020 - nil).

11. **Share capital**

The charity is incorporated under the Companies Acts and is limited by guarantee, each member having undertaken to contribute such amounts, not exceeding ten pounds, as may be required in the event of the company being wound up whilst they are still a member or within one year thereafter. The only persons eligible to be members are the directors. Membership is terminated if the member concerned ceases to be a director.