

Company registration number: 06951383

Charity registration number: 1132125

Ecumenical Partnership Initiatives

known as

Workplace Matters

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2020

Ecumenical Partnership Initiatives

Contents

Reference and Administrative Details	1
Trustees' Report	2 - 12
Statement of Trustees' Responsibilities	13
Independent Examiner's Report	14
Statement of Financial Activities	15
Balance Sheet	16
Notes to the Financial Statements	17 - 25

Ecumenical Partnership Initiatives

Reference and Administrative Details

Chief Executive Officer

Mr Des Scott

Trustees

Delbert Sandiford (Chair)

Anthony M Charles (Vice Chair)

Leonard M Holmes

Michael J Hart (Treasurer)

Sonia Blackett (from 8 March 2021)

Other Officers

Rt Hon Alistair Burt MP, Patron

Rt Rev A Smith, Bishop of St. Albans, Patron

Baroness Dorothy Thornhill, Patron

Principal Office

St. Albans Diocesan Office

41 Holywell Hill

St. Albans

Hertfordshire

AL1 1HE

Company Registration Number

06951383

Charity Registration Number

1132125

Bankers

Barclays Bank plc

1 Churchill Place

London

E14 5HP

Independent Examiner

Nicola Adams ACA DChA

BHP LLP

2 Rutland Park

Sheffield

S10 2PD

Ecumenical Partnership Initiatives

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Objectives and activities

Objects and aims

Purpose / Vision

- Enabling people to encounter God's love through inspiring and resourcing Chaplaincy and championing that work in the wider world.

Values

- Empowering Chaplaincy:
We believe in Chaplaincy and our DNA is to inspire and resource more Chaplains to journey alongside people where they are.
- Demonstrating God's love:
We will serve anyone regardless of their age, gender, race, sexuality, faith, ability or status.
- Collaborative:
We love working with others who share our values and we believe it adds value to what we do.
- Listening to God / Listening to others:
We are prayerful, we look to Jesus for our inspiration and seek to follow his lead. We also passionately believe in listening to those we serve and seek to speak prophetically in different contexts.
- Hopeful:
We believe in a God who transforms lives and situations.
- Risk Taking and Bold:
We encourage our teams to work on the margins of society taking risks for the Kingdom of God.

We do this through:

- Being present and listening;
- Serving, supporting and valuing people;
- Affirming and enhancing workplace and waterways communities;
- Providing expertise in practical, pastoral, ethical, social and spiritual care.

Objectives, strategies and activities

Our core activity at Workplace Matters (WM) is chaplaincy.

Ecumenical Partnership Initiatives

Trustees' Report

Where chaplaincy is empowered and equipped to work effectively, it improves people's wellbeing and life chances, whether in the workplace or in the lives of those we work with through the airport and on the canals and waterways.

We aim to:

- Provide chaplains in these areas and ensure that they are trained and equipped to do the role effectively.
- Equip workplace chaplains to be a voice and a presence of the church in the workplace to reveal the design and dignity of work.
- Equip waterways chaplains to be a voice and a presence of the church on the canals and waterways working with the poor and vulnerable.
- Make a difference in the lives of those we work with.

Chaplains seek to:

- Work to high standards and ethical principles providing a confidential listening ear offering emotional, moral and spiritual support.
 - Where chaplains function in the workplace, they are independent, providing care for welfare and spirituality, sharing the joys and sorrows of the workforce.
 - On the canals and waterways, we aim to work with those who are often vulnerable and in need; walking alongside them, advocating for them, helping them find the support and help they need while at all times encouraging them to see their worth and value.
- Share the love of God through word and action. Chaplains do not proselytise, but they are proactive in their presence - being a voice - to speaking out against poverty and injustice, teaching the design and dignity of life and work and, when invited, sharing the Christian faith. At times of significant crisis, the chaplain's support for those we work with both corporately and as individuals is priceless.
- Equip themselves with the knowledge of other professional services such as health and welfare, and signpost to these services when appropriate.

Where they provide a high-quality chaplaincy service for people at work (all faiths and none); key workplace organisations are:

- Transport: London Luton Airport
- Leisure: Canals and Waterways

Good team working is critical to the success of WM. We seek to create a cohesive team of staff and chaplains built on mutual trust for all our stakeholders (supporting churches, chaplains, organisations we work with, and other chaplaincy organisations). By sharing a common purpose, this will contribute to growing mutual trust and thereby benefit all who need our support and services in good and bad times in their lives.

Ecumenical Partnership Initiatives

Trustees' Report

Achievements and performance

Details of the difference the charity has made and the benefit to the public of the activities it has undertaken are given below.

How do we measure our success?

1. Increasing the number of people that we are able to assist through our work.
2. Being able to measure the tangible difference we make in the lives of those we meet.
3. Through secular and Christian media coverage highlighting the work we do.
4. Feedback from those we work with and organisations we work in partnership with.

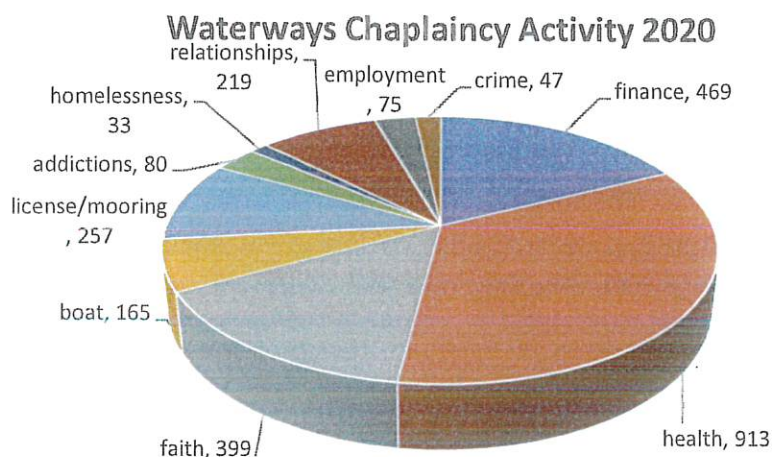
1. Increasing the number of people that we are able to assist through our work

Waterways Chaplaincy

This year, the volunteers have not grown numerically as we had anticipated. This is due to the pandemic and the restrictions that it has placed on recruitment of volunteers, but I am pleased to report that the volume and quality of the work was upheld and we have been able to make a real difference in the lives of those with which we work.

- Our Waterways Chaplains made over 5,500 contacts with boaters and those working around the canals and waterways with just over 3,000 leading to follow on conversations and help. This is with only around 52% of our Chaplains reporting their work so if we extrapolated that figure to predict the figures as if all of them were to report, this would show that we would be talking of over 9,000 contacts and having around 5,500 meaningful conversions. However, as can be seen from the graph overleaf, despite the COVID restrictions, the activity was still as high, if not higher, and most of those we did come into contact with needed ongoing help and support for various reasons. Not being able to sit down with people during the periods of lockdown was hard, particularly for those grieving and facing emotional and mental difficulties, but the Chaplains have used social distancing outdoors (when that was possible) and have used phone and digital means when it was not.
- The big increases in requests for help were around health and finance. Health covers COVID-19, mental health, normal health matters and emotional help and support. In the last six months of 2020, we began to record some of these larger areas like health in more detail. As an example, we have come across 22 people with PTSD, most of whom took to the waterways as a place to get away, but often the isolation and health struggles took over, leading to a downward spiral. This often means ongoing support over a period, as they seek professional help. There has also been a larger number of deaths and suicides on the canals and waterways and we have been asked to lead five funerals over the last six months.
- The figures in the graph overleaf do not reflect the number of food parcels or coal deliveries etc. that we give out to help those in hardship. To enable this area of work, we are grateful to those who give money for the hardship fund and to local foodbanks who work with us to support vulnerable boaters.
- It has been interesting to see that the faith conversations have risen dramatically too. We do not proselytise but are open about the Christian values that underpin our work. Many of these conversations have been instigated by boaters asking the big questions of life, often out of a sense of hopelessness and feeling totally overwhelmed by the pandemic, the isolation and the loss of friends and family.
- The relationship with Canal & Rivers Trust (CRT) continues to work well and where they have the boaters' permission, they refer pastoral situations to us to deal with.

Ecumenical Partnership Initiatives Trustees' Report



It should be noted that these figures are based on 52% of Chaplains reporting. These figures could easily be 75% higher if all the Chaplains completed reports every month.

London Luton Airport Activity during 2020

- In the airport, again as with the waterways, the number of contacts dropped dramatically because the airport has been virtually closed for long periods of the year. The Volunteer Chaplains were not permitted to work in the airport during lockdown periods because of the risks. The full-time Chaplain has been available throughout the year, although during lockdown, that was restricted to dealing with distressed and stranded passengers. The work among passengers covered everything from simple queries to more significant conversations regarding safeguarding, repatriation issues, worries about travelling (particularly in a pandemic), bereavement, illness, relationship breakdowns and often issues of spirituality and request for prayer.
- This year, there has been much more support given to staff because of job uncertainty, some facing redundancy, others with family deaths and as with the Waterways Chaplaincy team, people are asking big life questions because of the seeming hopelessness of their situations. Much of this was done over the telephone and Zoom, meeting up when government guidance permitted and when that was possible.
- The Chaplain also provided pastoral support for some of the Senior Team at the airport who understandably were under pressure because of the impact of the pandemic on the airport and its work.
- On 3rd March 2020, we opened our long awaited and hugely anticipated Landside Prayer Room.



According to the visitors' book, many people popped in and will have sat on the floor to say their prayers each morning! Unfortunately, just under three weeks later, with a really heavy heart, we had to lock the facility before we had been able to introduce any regular timetable of worship. Following Risks Assessments and the introduction of a regular sanitising regime, it has been open again, since July, but only for private prayer. The plans for development of services are on hold and we look forward to developing that as soon as is possible.

This will, we believe, be a real opportunity for us to start to build a worshipping community in the airport, reaching some people who might not normally attend worship anywhere else. We recognise this will be a long-term goal as it will take time to build the trust necessary for people to have the courage to come and be part of it.

Ecumenical Partnership Initiatives
Trustees' Report

- We are now working even more closely with Noah Enterprise, the local homelessness charity, in supporting foreign nationals that become stranded in the UK and some British people who turn up at the Airport with nowhere to live!

2. Being able to measure the tangible difference we make in the lives of those we meet

This is seen in the stories of the lives we have impacted through the chaplaincies. There are too many to detail but below are a few stories that reflect the work we do.

Stories of transformation: Waterways Chaplaincy

Boater A

Earlier this year, we were given the name of a boater by CRT who were worried not only about the condition of a recent newcomer to living on the water but also about the condition of his boat. The Chaplains visited his somewhat ramshackle vessel and found it was little more than a floating bathtub. He had converted it into a DIY cruiser by means of sawn up pallets. As well as the state of the boat, it was the owner's mental state that really gave cause for concern. He had been a refugee and was married with a three-year-old girl, but his wife had thrown him out and so he had bought this unsuitable vessel from a friend and had been living on the canal for three months with just his cat for company. We ascertained that the man had been abused in his own country by political gangs and was on medication for severe anxiety. Initially, we were able to give him a food parcel voucher and promised to bring him a meal in a few days.

When we arrived with the meal, we were dismayed to find that the boat had sunk with the cat aboard and with the boater nowhere to be seen. Luckily, a passing wide beam managed to moor alongside and prevent the boat slipping further into the main channel. This enabled the Chaplain to wade into the water and check the boat safely. Thankfully, the man was not on board and they were able to rescue the cat.

The boater was then contacted by phone and he tore along the towpath on his motorcycle, thus drawing the attention of two police officers who followed him. Eventually, 10 people were involved in one way or another in the rescue and sorting the situation out!

The police rang all possible homeless centres for accommodation and eventually Watford Council were able to offer the boater a hotel room for the night and subsequently, found him temporary accommodation in the Watford area where he was living.

It was truly amazing how all of these people came together at the right time to sort out the practical aspects, including making the boat safe, the rescue of the cat and finding accommodation for the boater. As the Chaplain said, maybe this was all more than coincidence and someone above was looking after what could have been a disastrous situation had the boater been in the boat when it sank!

Without the intervention of the Chaplains and their ongoing support throughout, it could have been a very different situation.

Boater B

One of the Volunteer Chaplains was contacted by a boater who he had helped with her alcohol dependency in the past. At some point during that time, she had asked for a Gideon's bible although at the time, there was no obvious faith response and this was not pushed. This boater asked the Chaplain to help another liveaboard boater who had recently become a Christian but was struggling with mental health issues and recreational drug abuse. Because it was during lockdown, the Chaplain couldn't meet the person but offered practical support from a distance. He also started to build links with a local church who the Chaplain feels is particularly well equipped to help this boater deal with the issues she is facing.

Ecumenical Partnership Initiatives

Trustees' Report

Other stories of activity

A couple, both over 80, are still trying to sell their boat and move onto land and are finding it hard not being able to sell at this time. The Chaplain had received a phone call from the lady who was distraught having not heard from her son for a while. (The son has health issues and lives nearby). The Chaplains went round to visit the son and found everything locked up. The son eventually answered after repeated phone calls. He had become unemployed at the beginning of lockdown and was unable to get benefits. He had run out of milk and basics, which then impacted on his health, so they were able to go to a shop and provide some food. There had been an exchange of text messages and the Chaplain has continued to support both him and the parents and help where they can.

Sadly, not all stories have a happy ending and we need to help the Chaplains manage their feelings.

One boater, who lived under the steps of the railway station by the river, had very little cover. One of the Chaplains had provided him with food, a pillow and blanket from the food bank and believed that accommodation had been found for him with the local authority. It would appear that he left that accommodation for whatever reason and returned to the bridge and we heard recently he had been found dead.

Sustainability

The stories are endless, there is something new every week. The challenge now is to take that to the next level and see how they can begin to encourage these people to make good decisions for themselves and support one another building community and where appropriate, help them on a journey of faith.

Stories of transformation: London Luton Airport Chaplaincy

Story 1

A member of staff, a bus driver, called one of our Chaplains one Friday to tell them that his Mum had just died with COVID and asked if they would conduct the funeral. The Chaplain has had regular conversations with him over coffee to chat as he often was prone to getting really down. The Chaplain knew that he lived with his mother, so this would be a really difficult time for him. With the agreement of the local parish priest, we booked the service. They spoke to his brother and sister as well as him to find out what they could about their mother and the funeral went ahead during the pandemic, with just 20 people permitted in the crematorium chapel. This has impacted not only him and his family but also those who he works with, in understanding something of the role of the chaplaincy in pastoral support and care. The Chaplain continues to support this person through their grief and in building resilience.

Ecumenical Partnership Initiatives

Trustees' Report

Story 2

In August, Liz Hughes, the Airport Chaplain, was asked to meet a woman on a flight from Romania. Her daughter had been in Britain for some time and had a baby just over a year ago. Unfortunately, the baby had been taken into care, so the woman was coming over to arrange for guardianship, in the hope that she could take the baby and her daughter back home. Liz didn't hear anything more until December, when the woman was due to fly here again to meet a social worker who would hand over the baby to her and she could take him and her daughter home for Christmas. Unfortunately, due to the continuing crisis with COVID-19 and cancellation of flights to Romania, that didn't happen.

Then, on 6th January, it was reported that she would be arriving the next morning! This time, everything was more complicated with changes in restrictions - the rules were now that she would have to self-isolate on arrival and have a negative COVID test prior to flying back to Romania! Some hasty negotiations with Airport managers ensued to ensure we could manage the risk and keep everything safe. When she arrived, the chaplain took the lady straight to a currently unused coffee shop in the terminal, where they sat appropriately distanced and had coffee. When the social worker arrived with her daughter and grandson, they took them all to a testing site about an hour away, as the one on the Airport site was fully booked.

The Chaplain met them again later, when all three had received their test results, thankfully negative, as that would have complicated things even further! The Chaplain arranged for a Romanian speaking Passenger Service Assistant to keep a look out for them and to ensure that they made the flight safely later that evening. All this cost the chaplaincy was time, a few cups of coffee and lots of negotiation with airport colleagues.

Being there in her clerical collar and chaplaincy jacket representing the church with compassion and care made this woman, who was from a Catholic background, feel safe and supported, even though the language barrier made any in depth conversation difficult. It also showed again the vital work of the chaplaincy to the staff we worked with, as they would not have the skills, contacts or pastoral care to carry this through and could easily ended up with a very different outcome.

Sustainability

Until this year, we only had an office in the airport which was not accessible to many people, so all the work was done through being present in the airport. With the opening of the landside prayer room, we believe it will be a real opportunity for us to start to share a place where people can go to be and say private prayer, a safe space for those who need it most, together with a worshipping community in the airport, reaching some people who might not normally attend worship anywhere else.

3. Through secular and Christian media coverage highlighting the work we do

- We are advertised widely through the airport networks.
- We have given over 20 local radio station interviews during the year.
- We were featured on BBC and other local radio programmes.
- We have produced film footage for Premier Live with a reach of over 50,000.
- We had positive articles in several boating magazines.
- We are recommended by Canal and Rivers Trust on their website.

Ecumenical Partnership Initiatives Trustees' Report

4. Feedback from those we work with and organisations we work in partnership with

Trustees would like to acknowledge the financial support they have received:

- Funding for the airport chaplaincy provided by London Luton Airport, the Diocese of St Albans, the Bedfordshire, Essex and Hertfordshire Circuit of the Methodist Church, the Baptist Church of Great Britain, the United Reformed Church and the Religious Society of Friends.
- Funding for the Waterways Chaplaincy grants from the Tudor Trust, John Ellerman Foundation, Hobson Trust, Garfield Weston, The SMB Charitable trust, and the Laing Foundation.
- We are also indebted to a number of churches and individuals who support the work financially and many of the chaplains themselves, who not only give of their time but claim little or no expenses.

Richard Parry, CEO of Canal and River Trust says:

"Waterways Chaplains make a significant difference in the wellbeing of the lives of many of our more vulnerable waterways users. Their local knowledge, together with the practical help and pastoral support they can offer, can often be the catalyst for change that enables those in need to move forward with their lives."

Our Welfare Officer and local teams regularly refer people to the chaplains for help and often link with them in situations where we can work together in the best interest of the boater to avoid long term issues and difficulties. I believe they have become a vital part of our waterways network, reaching those most others are unable to reach."

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales. More details of how the charity has provided public benefit can be found in the achievements and performance section of this report.

Use of volunteers

Workplace Matters values highly the contribution made by a large number of volunteer chaplains and associates (120 volunteers). The value of their contribution is not included as income in the Statement of Financial Activities.

Staff

Our CEO is seconded one day a week through our partnership with Church Army. In addition to one full time and three part time chaplains, we have a part time Finance Manager and additional administration and HR support through our partnership. The Board records its profound gratitude to Church Army for its generous support.

Board changes

Sonia Blackett joined the board in March 2021.

Ecumenical Partnership Initiatives

Trustees' Report

A year of growth and challenge

This year, we have grown the number of new volunteer chaplains and lost some who, because of the pandemic, decided this was the time to step back. All who stepped back expressed sadness at having to step down but had to be realistic about health issues. Therefore, numerically, we have only grown slightly. We have noticed that for those we have been serving, the complexity of their needs has grown, especially on the canals and waterways.

The challenge has been operating effectively through the pandemic, where lockdown was in place for half the year and restrictions in another large part of it. The airport was virtually closed through the lockdown periods and much of the support for staff moved to online and telephone. The Waterways Chaplains, who were designated as essential workers, did continue to operate where they could as they were outdoors, and we put measures in place to make sure they were COVID safe and managed the risk.

In the airport, the pandemic resulted in a significant drop in the number of flights and so the airport all but closed except for essential staff. The Volunteer Chaplains were stood down through lockdown periods and Liz Hughes, the full-time Chaplain, became the sole contact for the chaplaincy. Her knowledge of many of the procedures relating to managing pastoral and safeguarding situations was invaluable to the airport when many of their key staff were furloughed. A lot of the Chaplains' support this year has been proactive in the wellbeing and pastoral care of staff during this real period of uncertainty. For us, it was about taking the church to them rather than expecting people to come to us. Unfortunately, the development of the chaplaincy hours to cover evenings and weekends has not been able to move forward due to the pandemic. This will be picked up again as the restrictions permit.

Waterways Chaplaincy now have nine hubs, up from the six a couple of years ago. Borne out of an identified need, the Waterways Chaplaincy supports all waterway users including the residents of boats, walkers, volunteers and workers of all faiths and none. They seek to play their part in bringing about short and long-term personal transformation - emotionally, mentally and spiritually. They now have over 100 chaplains covering many of the main arteries of the UK: including the Grand Union Canal, the Kennett and Avon Canal, River Wey, Basingstoke Canal and the River Lee and Stort. Although numbers of contacts have dropped due to the pandemic, the complexity and need for ongoing support of situations has increased. Poverty and mental health have been among the main issues reported with other things ranging from boating matters to relationships, employment and homelessness. Faith and spirituality often come up as part of those conversations. We have also carried out a number of funerals for boaters and their families as part of that support, which has been important support for the boating community and gives our work profile among that group. The underpinning principle of this unique chaplaincy is to provide independent and confidential support, which is encouraging and ensures that people feel listened to.

Among our volunteers are a mix of retired teachers, GPs, clergy, professionals and others who are still working but find volunteering a great way to 'give back'.

Conclusion

We are most grateful to our volunteers for the service they are delivering to the public in our chaplaincies. I wholeheartedly thank trustees and staff for their energetic response to the challenges, and for their steadfast work, not only to keep the charity afloat, but to see it grow.

Financial review

Income for the year was £181,544 (2019: £230,511) and expenditure for the year was £145,991 (2019: £209,691) resulting in net income of £35,553 (2019: £20,820). The balance of unrestricted funds at the end of this financial year amounted to £38,597 (2019: £29,205) and the balance of restricted funds totalled £110,035 (2019: £87,546).

Ecumenical Partnership Initiatives

Trustees' Report

The restricted funds received have increased to cover the growth of the work, particularly in the Waterways Chaplaincy. Not all the income was spent in the year. Some of this was to do with timing and also an amount was carried across to support the growth plan in the following year. The continued support of Church Army through the provision of leadership and back office support services have helped sustain the development.

Workplace Matters do not accept funding from organisations or activities that are materially inconsistent with our values and are also mindful of the danger of undermining the credibility, effectiveness and unity of the Church's witness were they to do so.

Policy on reserves

The trustees are working towards a target level of free reserves equal to three months' expenditure to ensure a smooth cessation of the trust and its work in the event of a serious reduction in income. At current levels of expenditure, this amounts to £36,500. Free reserves on 31 December 2020 total £37,623.

Investment policy and objectives

The charity has no long-term investments.

Risk Management

The Board review the risks annually at their spring meeting and monitor them every quarter. They are content that the controls in place are adequate.

The main risks for us around COVID-19 were:

1. Chaplains catching the virus, leading to serious illness or death
 - We undertook a specific risk assessment and issued guidance in line with government guidelines and additional specific guidance around our work as Chaplains.
 - Those in the vulnerable category were encouraged to shield.
 - We kept in contact with those we were supporting mainly by phone rather than face to face.
 - Where deliveries such as food parcels were delivered, they were left a safe distance away for the recipient to pick up.
 - We held team meetings over zoom.
2. Transmitting the virus to others
 - Chaplains wore PPE including masks and gloves when undertaking visits.
 - If they met with anyone, it was in public space and they were socially distanced.
3. Loss of funding
 - Much of our funding is multiyear funding from trusts and not individuals and therefore the impact was minimal. We did incur some additional costs and these were underwritten by one of the supporting trusts through an additional grant.

Going concern

The Trustees have considered the impact of Covid-19 on the charity's activities. The charity has prepared forecasts of income and expenditure, taking into account the government's roadmap to recovery, which show they have sufficient reserves to be able to continue for a period of 12 months from the date of approval of these financial statements and therefore they believe it is appropriate for the accounts to be prepared on a going concern basis.

Ecumenical Partnership Initiatives

Trustees' Report

Structure, governance and management

Nature of governing document

Workplace Matters is the working name of Ecumenical Partnership Initiatives which is a registered Charity and a company limited by guarantee. The Company is governed by its Memorandum and Articles of Association (the governing documents). In the event of winding up, Members' liability is limited to £1 each.

Recruitment and appointment of trustees

As of 31 December 2020, the Board comprised four trustees and were joined by a fifth one in March 2021. They are collectively responsible for the oversight of the management of the affairs of the Charity. They are subject to election or re-election according to procedures set out in the governing document. All members of the Board give their time voluntarily and receive no benefits from the Charity. The trustees may claim reasonable expenses in connection with their duties as trustees. On appointment, each trustee is given an induction by the Chair and Company Secretary, together with copies of Charity Commission guidance on being a trustee and organisational policies and procedures. Their responsibilities include the oversight of the business of Workplace Matters, regular review of the finances, risk management and monitoring of any projects.

The period of appointment is for three years and is renewable for further terms. One-third of members retire by rotation and are appointed or re-appointed each year.

The Board have delegated management of Workplace Matters to the CEO who reports on the performance of the organisation. Management accounts are received quarterly by the trustees.

Organisational structure

The CEO has responsibility for planning and developing the services and strategies for Workplace Matters within the policies and procedures set by the board of Directors. The CEO ensures that the staff team is recruited and supported to provide the skills and expertise needed to run a successful organisation and that Workplace Matters' goals and values are observed. The CEO is also responsible for Fundraising, PR and External and Internal Communications.

The CEO has direct line management responsibility for the Core Team of Chaplains and the Assistant Management Accountant. The Core Team are responsible for recruiting and team leading the Chaplains, training and developing of the Chaplains and for maintaining the key relationship with their allocated 'area of chaplaincy'. The Assistant Management Accountant is responsible for office purchases and financial book-keeping. Church Army HR and administration team manage volunteer recruitment processes, databases and website management in conjunction with the chaplains. The CEO manages the administration of the Workplace Matters Board of Directors and provides first-contact information and advice and acts as Company Secretary.

The CEO, together with the Treasurer, is responsible for the financial management and maintenance of accounts, budgets and reports. The CEO, in conjunction with the Treasurer, prepares and presents quarterly reports to the Board and other reports as required.

The annual report was approved by the trustees of the charity on 7 June 2021 and signed on its behalf by:


.....
D Sandiford Trustee

Ecumenical Partnership Initiatives
Statement of Trustees' Responsibilities

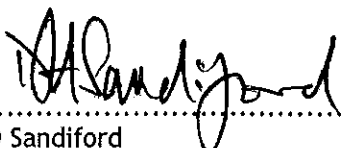
The trustees (who are also the directors of Ecumenical Partnership Initiatives for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements 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; and
- 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. They 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.

Approved by the trustees of the charity on the 7 June 2021 and signed on its behalf by:


.....
D Sandiford
Trustee

Ecumenical Partnership Initiatives

Independent Examiner's Report to the trustees of Ecumenical Partnership Initiatives

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020 which are set out on pages 15-25.

Responsibilities and basis of report

As the charity trustees of the company (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').

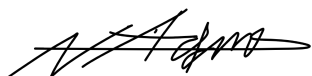
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 that in any material respect:

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 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 and 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.



Nicola Adams ACA DChA

BHP LLP
2 Rutland Park
Sheffield
S10 2PD

Date: 29 June 2021.....

Ecumenical Partnership Initiatives

Statement of Financial Activities for the Year ended 31 December 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total Funds 2020 £
Income and Endowments from:				
Charitable activities	3	11,572	153,293	164,865
Investment income	4	179	-	179
Other income	5	16,500	-	16,500
Total Income		28,251	153,293	181,544
Expenditure on:				
Charitable activities	6	(22,679)	(123,312)	(145,991)
Total Expenditure		(22,679)	(123,312)	(145,991)
Net income/(expenditure)		5,572	29,981	35,553
Net transfer between funds		7,492	(7,492)	-
Net movement in funds		13,064	22,489	35,553
Reconciliation of funds				
Total funds brought forward		25,533	87,546	113,079
Total funds carried forward	13	38,597	110,035	148,632
Income and Endowments from:				
Charitable activities	3	11,294	157,880	169,174
Investment income	4	398	-	398
Other income	5	60,939	-	60,939
Total Income		72,631	157,880	230,511
Expenditure on:				
Charitable activities	6	(76,303)	(133,388)	(209,691)
Total Expenditure		(76,303)	(133,388)	(209,691)
Net income/(expenditure)		(3,672)	24,492	20,820
Net movement in funds		(3,672)	24,492	20,820
Reconciliation of funds				
Total funds brought forward		29,205	63,054	92,259
Total funds carried forward	13	25,533	87,546	113,079

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 13.

Ecumenical Partnership Initiatives

(Registration number: 06951383)
Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	10	<u>974</u>	-
Current assets			
Debtors	11	678	457
Cash at bank and in hand		<u>175,917</u>	<u>167,374</u>
		176,595	167,831
Creditors: Amounts falling due within one year	12	<u>(28,937)</u>	<u>(54,752)</u>
Net current assets		<u>147,658</u>	<u>113,079</u>
Net assets		<u>148,632</u>	<u>113,079</u>
Funds of the charity:			
Restricted funds		110,035	87,546
Unrestricted funds		<u>38,597</u>	<u>25,533</u>
Total funds	13	<u>148,632</u>	<u>113,079</u>

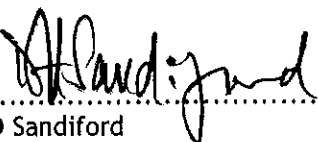
For the financial year ending 31 December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements on pages 15-25 were approved by the trustees and authorised for issue on 7 June 2021 and signed on their behalf by:


.....
D Sandiford
Trustee

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

1 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 as set out on page 12 of this report towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Companies Act 2006 and UK Generally Accepted Practice.

Ecumenical Partnership Initiatives meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling, which is the functional currency of the charity and rounded to the nearest £.

Going concern

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.

The trustees have considered the potential impact on the activities of the charity of the Covid-19 pandemic and do not believe that any impact will be significant due to the following factors:

Waterways Chaplaincy:

- Much of our funding for is multiyear funding from trusts all of whom continued their normal support through lockdown. Two of these carry on until at the end of 2022/2024 respectively. We are currently applying for funding to replace the funding ending in early 2022
- The Airport Chaplain funding is guaranteed to the end of 2021

The charity has prepared forecasts of income and expenditure, taking into account the government's roadmap to recovery, which show they have sufficient reserves to be able to continue for a period of 12 months from the date of approval of these financial statements and therefore they believe it is appropriate for the accounts to be prepared on a going concern basis.

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

Exemption from preparing a cash flow statement

The charity have applied the disclosure requirements of section 1A of FRS 102 other than where additional disclosure is required to show a true and fair view and have therefore not included a cash flow statement in these financial statements.

Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the value can be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Computer equipment 33% straight line

Debtors

Debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

Funds structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Employee benefits

When employees have rendered service to the Charity, short term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

Gift in kind

The office at 41 Holywell Lodge, St. Albans, is rent free, the equivalent of £6,500. The time spent by Des Scott working as CEO is a gift in kind through the partnership with Church Army the equivalent of £10,000.

Judgement and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2020 £	Total 2019 £
London Luton Airport grants	-	59,566	59,566	74,188
Waterways Chaplaincy grants	-	93,727	93,727	83,692
Other general grants	11,572	-	11,572	11,294
	<u>11,572</u>	<u>153,293</u>	<u>164,865</u>	<u>169,174</u>
2019	<u>11,294</u>	<u>157,880</u>	<u>169,174</u>	

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

4 Investment income

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	179	179	398
2019	398	398	

5 Other income

	Unrestricted funds			
	Designated	General	Total	Total
	£	£	2020	2019
			£	£
Gift in kind - CEO salary and rent	-	16,500	16,500	60,939
2019	44,439	16,500	60,939	

6 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total	Total
	General		2020	2019
	£	£	£	£
London Luton Airport	-	42,585	42,585	70,263
Waterways Chaplaincy	-	80,727	80,727	63,125
General	22,679	-	22,679	76,303
	22,679	123,312	145,991	209,691
2019	76,303	133,388	209,691	

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

7 Net income/expenditure

Net income/(expenditure) for the year include:

	2020 £	2019 £
Depreciation of fixed assets	256	-
Independent examiner's fees	1,200	1,200

8 Staff costs, Trustee's remuneration and expenses

Analysis of staff costs:

	2020 £	2019 £
Salaries	104,562	94,670
National insurance	2,831	4,215
Pension	3,486	8,745
	110,879	107,630

No employee received remuneration amounting to more than £60,000 in either year.

The average number of persons employed by the charitable company during the year was 6 (2019: 5).

During the year the key management personnel received pay of £10,000 representing benefit in kind (2020: £10,000). The key management personnel is deemed to be the CEO.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year. (2019: £Nil)

No trustees have received any reimbursed expenses or any other benefits from the charity during the year. (2019: £Nil)

9 Taxation

The company is considered to pass the tests set out in Sch. 6, para. 1 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Pt. 11, Ch. 3 of the Corporation Tax Act 2010 or s. 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

10 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 January 2020	4,519	4,519
Additions	1,230	1,230
At 31 December 2020	<u>5,749</u>	<u>5,749</u>
Depreciation		
At 1 January 2020	4,519	4,519
Charge for the year	256	256
At 31 December 2020	<u>4,775</u>	<u>4,775</u>
Net book value		
At 31 December 2020	<u>974</u>	<u>974</u>
At 31 December 2019	<u>-</u>	<u>-</u>

11 Debtors

	2020 £	2019 £
Prepayments	578	457
Other debtors	100	-
	<u>678</u>	<u>457</u>

12 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	-	1,143
Deferred Income	22,750	45,000
Accruals	6,187	8,609
	<u>28,937</u>	<u>54,752</u>
Deferred income:	2020 £	2019 £
Deferred income at 1 January 2020	45,000	61,000
Resources deferred during the year	22,750	45,000
Amount released from previous periods	(45,000)	(61,000)
Deferred income at 31 December 2020	<u>22,750</u>	<u>45,000</u>

The deferred income relates to grant funding received in advance for 2021 staff costs.

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

13. Funds	Balance at 1 Jan 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 20 £
Unrestricted funds					
General	25,533	28,251	(22,679)	7,492	38,597
Total	25,533	28,251	(22,679)	7,492	38,597
Restricted funds	87,546	153,293	(123,312)	(7,492)	110,035
Total funds	113,079	181,544	(145,991)	-	148,632

Unrestricted funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 Dec 2020 £
Donations from charitable activities	24,924	11,572	(6,179)	7,492	37,809
Interest receivable from investments	609	179	-	-	788
Benefit In Kind; CEO salary and Office rent	-	16,500	(16,500)	-	-
	25,533	28,251	(22,679)	7,492	38,597

Restricted funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 Dec 20 £
London Luton Airport	24,437	59,565	(42,585)	1,729	43,146
Luton Casino Chaplaincy	7,474	-	-	(7,474)	-
Waterways Chaplaincy	51,488	89,120	(76,119)	-	64,489
Rox Event	-	4,608	(4,608)	-	-
Rural Chaplaincy	2,400	-	-	-	2,400
Big Lottery	18	-	-	(18)	-
Stranded Traveller	1,729	-	-	(1,729)	-
	87,546	153,293	(123,312)	(7,492)	110,035
Total funds	113,079	181,544	(145,991)	-	148,632

Restricted and unrestricted funds are for the running and development of the chaplaincy. Transfers were made from Luton Casino Chaplaincy, Big Lottery and Stranded Traveller funds to unrestricted and London Luton Airport following a review of dormant funds and agreement from the providers.

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

2019	Balance at 1 Jan 2019 £	Incoming resources £	Resources expended £	Balance at 31 Dec-19 £
Unrestricted funds				
General	16,275	28,192	(18,934)	25,533
Designated	12,930	44,439	(57,369)	-
Total	29,205	72,631	(76,303)	25,533
Restricted funds	63,054	157,880	(133,388)	87,546
Total funds	92,259	230,511	(209,691)	113,079

	Balance at 1 Jan 2019 £	Incoming resources £	Resources expended £	Balance at 31 Dec-19 £
Unrestricted funds				
Donations from charitable activities	9,564	11,294	(2,434)	18,424
Interest receivable from investments	211	398	-	609
Benefit in Kind; CEO salary and Office rent	6,500	16,500	(16,500)	6,500
Designated -(Baptist Pension Provision)	12,930	44,439	(57,369)	-
	29,205	72,631	(76,303)	25,533

	Balance at 1 Jan 2019 £	Incoming resources £	Resources expended £	Balance at 31 Dec 2019 £
Restricted funds				
London Luton Airport	20,512	74,188	(70,263)	24,437
Luton Casino Chaplaincy	7,474	-	-	7,474
Waterways Chaplaincy	30,921	83,692	(63,125)	51,488
Rural Chaplaincy	2,400	-	-	2,400
Big Lottery	18	-	-	18
Stranded Traveller	1,729	-	-	1,729
	63,054	157,880	(133,388)	87,546

14. Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds at Dec-20 £
Tangible fixed assets	974	-	-	974
Current assets	66,560	-	110,035	176,595
Current liabilities	(28,937)	-	-	(28,937)
Total net assets	38,597	-	110,035	148,632

2019				
Current assets	80,285	-	87,546	167,831
Current liabilities	(54,752)	-	-	(54,752)
Total net assets	25,533	-	87,546	113,079

Ecumenical Partnership Initiatives

Notes to the Financial Statements for the Year Ended 31 December 2020

15. Related party transactions

There are no related party transactions during the period other than the £10,000 gift in kind for Des Scott's time as mentioned in the accounting policies note (2019: £10,000).