

**UW GIVING**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

**CHARITY NO. 516612**

**COMPANY REGISTRATION NO. 1925069**

## **UW GIVING**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

The trustees present their report and financial statements of the trust for the year ended 4<sup>th</sup> April 2020. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland – FRS 102 (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

UW Giving was established to develop tax-free charitable payroll giving within the UK operating nationwide but the main area of activity is North West England and North Wales.

It is an H. M Revenue and Customs appointed payroll giving agency-charity and is authorised to receive and administer tax-free payroll gifts deducted from gross pay. Together with Charities Aid Foundation, the Scottish Council for Voluntary Service and the Northern Ireland Council for Voluntary Action, it supplies the Give As You Earn payroll giving service.

As a payroll giving agency-charity it has two separate but closely interrelated activities. These are to promote:

- i Donations from the payroll to charities chosen by each individual (the Give As You Earn elective payroll giving service).
- ii Donations made by employees acting together (the Give As You Earn workplace trust payroll giving service).

#### **Public benefit:**

The trustees have given consideration to the Charity Commission guidance on public benefit.

#### **ACHIEVEMENTS AND PERFORMANCE**

The charity continued to receive income through both the Give As You Earn payroll scheme and through corporate and individual donation. Much of this giving was distributed in the year to charitable organisations at the specific request of the donor.

#### **FINANCIAL REVIEW**

Income totalling £119,199 (2020: £119,070) was received during the year of which £119,198 (2020: £119,069) is from payroll giving. Expenditure for the year was £119,199 (2020: £119,070). At the year end the trust held unrestricted funds of £6,124 (2020: £6,124).

#### **Reserves Policy:**

Since the responsibility of the charity's administration rests with its corporate trustee it does not incur any administration costs. The trustees do not feel there is any requirement to hold substantial free reserves therefore the unrestricted funds of £6,124 are deemed appropriate.

#### **Risk Management:**

The trustees have examined, and will continue to keep under review, the major risks which the charity faces and confirm that systems have been established in the areas of major identified risk. Historically, the main risks facing the charity were the loss of key personnel and the loss of

**UW GIVING**  
**TRUSTEES' REPORT FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

**Risk Management (continued)**

adequate money for financing administration costs. To mitigate such risks, Liverpool Charity and Voluntary Services is now providing support to ensure continuance of the charity's services. All the operational activities of the trust are now fully incorporated within the activities of its parent company LCVS.

**Covid-19**

Distributions are made only from income received. Whilst it is possible that the level of payroll giving may be affected by the impact of Covid-19 on individuals' personal circumstances this is only anticipated to be minimal and will have no significant overall impact on the charity. The charity exists solely to administer the through-flow of Give As You Earn contributions and therefore the trustees, taking account of the uncertainty caused by Covid-19, have reasonable expectation that the charitable company will be able to continue in operational existence for the foreseeable future thus the going concern basis of accounting in preparing the annual financial statements has been used.

**Plans for the future**

LCVS will continue to provide day-to-day support, management and future development of the charity's service provision.

Most charitable payroll giving in the UK is through the elective scheme but additional take-up has been relatively poor. Further efforts will be made to establish funds in which employees act together.

**REFERENCE AND ADMINISTRATIVE DETAILS**

UW Giving, previously known as United Way, before changing its name on 6<sup>th</sup> June 2013 was incorporated under the Companies Act as a company limited by guarantee without share capital as company number 1925069, on 21<sup>st</sup> June 1985. It is governed by its memorandum and articles of association, as last amended on 29<sup>th</sup> September 2011. It is a registered charity, number 516612.

**Principal and registered office:**

LCVS, 151 Dale Street, Liverpool,  
Merseyside L2 2AH

**Trustees:**

All elected trustee members also serve as directors of the company. The trustees during the year were as follows:

H. Williams (resigned 27<sup>th</sup> May 2021)

Liverpool Charity and Voluntary Services

Liverpool Charity and Voluntary Services (LCVS), the corporate trustee, is incorporated under the Companies Act as a company limited by guarantee without share capital as company number 181759, a registered charity, number 223485, and a charitable Trust Corporation. LCVS trustees, who are also its Directors, were as follows during the year: Heather Akehurst (resigned 25<sup>th</sup> November 2021), Dorcas Akeju, Duncan Brookes (resigned 14<sup>th</sup> December 2020), Jonathan Hesketh (resigned 16<sup>th</sup> November 2021), Michael James (resigned 27<sup>th</sup> April 2021), Steven Long (resigned 29<sup>th</sup> January 2021), Andrew Lovelady (resigned 1<sup>st</sup> December 2020), Kenneth Perry, John Price, Michael Salla, Louise Scholes, James Sloan, Michael Thomas and Susan Williams.

**UW GIVING**  
**TRUSTEES' REPORT FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

The following trustees were appointed 20<sup>th</sup> May 2021:

Sonia Bassey MBE, Maxine Ennis, Neil John Sturmeay and Henry Terefenko.

**REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)**

**Company secretary:** Liverpool Charity and Voluntary Services  
151 Dale Street  
Liverpool L2 2AH

**Professional advisers:**

**Bankers** Barclays Bank Plc  
48B – 50 Lord Street  
Liverpool L2 1TD

HSBC  
99 – 101 Lord Street  
Liverpool L2 6PG

Lloyds Bank  
94 Church Street  
Liverpool L1 3HD

**Independent examiner** Anna Spencer-Gray  
RSM Tax and Accounting Limited  
20 Chapel Street,  
Liverpool, L3 9AG

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The trust is governed by its Memorandum and Articles of Association. The day to day management of the charity is the collective responsibility of the trustees. The trustees meet regularly to receive progress reports and decide future policy. Responsibility for the trust's administration rests with its corporate trustee and parent company, LCVS.

The Trustees, being also the Directors of the company, are not remunerated for their services. No trustees have claimed expenses during the year.

**Recruitment and appointment of new trustees:**

The corporate trustee, LCVS, has a trustee recruitment policy that maintains a diverse mix of skills and experience that supports the governance and management of the charity. The induction procedure for new trustees includes distribution of background information, access to all records and attendance at an organisational induction session. Following this, new trustees formally sign a declaration of willingness to serve.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of UW Giving for the purposes of Company Law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**UW GIVING**  
**TRUSTEES' REPORT FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in the business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

**SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

By Order of the Board



**Mike Thomas, on behalf of**  
**Liverpool Charity and Voluntary Services**  
**Secretary**  
**Dated: 23 November 2021**

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF UW GIVING**

I report to the trustees on my examination of the accounts of UW Giving for the year ended 4<sup>th</sup> April 2021, which are set out on pages 6 to 13.

### **Responsibilities and basis of report**

As the 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 charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the accounts present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

### **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 reasonable 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: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and 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.

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.

*RSM UK Tax and Accounting Limited*

Name: **Anna Spencer-Gray**

Name of applicable listed body: **The Institute of Chartered Accountants in England and Wales**

Relevant professional qualification or body: **Chartered Accountant**

### **ON BEHALF OF RSM UK TAX AND ACCOUNTING LIMITED**

Chartered Accountants

14<sup>th</sup> Floor

20 Chapel Street

Liverpool

L3 9AG

Date: 12/01/22

**UW GIVING**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

		Unrestricted Notes	Funds	Restricted Funds	Total 2021	Total 2020
			£	£	£	£
<b>Income &amp; Expenditure</b>						
<b>Income from:</b>						
Charitable activities			-	119,198	119,198	119,069
Investments			-	1	1	1
			-----	-----	-----	-----
<b>Total income</b>			<b>-</b>	<b>119,199</b>	<b>119,199</b>	<b>119,070</b>
			-----	-----	-----	-----
<b>Expenditure on:</b>						
Charitable activities	4		-	119,199	119,199	119,070
			-----	-----	-----	-----
<b>Total expenditure</b>			<b>-</b>	<b>119,199</b>	<b>119,199</b>	<b>119,070</b>
			-----	-----	-----	-----
<b>Net income / Net movement in the year</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward			6,124	-	6,124	6,124
			-----	-----	-----	-----
<b>Total funds carried forward</b>	8-10		<b>6,124</b>	<b>-</b>	<b>6,124</b>	<b>6,124</b>
			=====	=====	=====	=====

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 8 to 13 form part of these accounts. The net movement in resources for the year was derived from the continuing activities of the company.

**UW GIVING – COMPANY REGISTRATION No.: 1925069**

**BALANCE SHEET AS AT 4<sup>TH</sup> APRIL 2021**

	Notes	2021 £	2020 £
<b>Current assets</b>			
Debtors	5	6,124	6,124
Cash at bank		2,233	2,374
		-----	-----
		8,357	8,498
<b>Liabilities</b>			
Creditors: amounts falling due within 1 year	6	(2,233)	(2,374)
<b>Net assets</b>			
		-----	-----
		<b>6,124</b>	<b>6,124</b>
		=====	=====
<b>The funds of the charitable company:</b>			
Unrestricted funds	8,9	6,124	6,124
Restricted funds	8,10	-	-
		-----	-----
		<b>6,124</b>	<b>6,124</b>
		=====	=====

For the period covered by these accounts the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees, who are the directors of the company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Approved and authorised for issue by the Trustees and signed on their behalf by:



**Mike Thomas**  
**Trustee**  
**On behalf of Liverpool Charity and Voluntary Services**  
**Date: 23 November 2021**

## UW GIVING

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021

#### 1. LIMITED LIABILITY

UW Giving is a private company limited by guarantee, incorporated in England and Wales (company number 01925069, charity number 516612). In the event of the charity being wound up each member's liability is limited to £1. The registered office is 151 Dale Street, Liverpool L2 2AH.

#### 2. ACCOUNTING POLICIES

##### ***Basis of preparation***

The accounts 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 in the UK and Republic of Ireland - FRS 102, (effective 1 January 2015) - (Charities SORP FRS 102) and the Companies Act 2006.

UW Giving meets the definition of a public benefit entity under FRS 102.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The accounts are presented in Sterling and rounded to the nearest £1.

##### ***Reduced disclosures***

In accordance with FRS 102, the company has taken advantage of the exemptions from the following disclosure requirements in relation to its individual financial statements;

- Section 7 'Statement of Cash Flows' – Presentation of a Statement of Cash Flow and related notes and disclosures
- Section 33 'Related Party Disclosures' – Compensation for key management personnel

The financial statements of the company are consolidated into the group accounts of Liverpool Charity and Voluntary Services, available from the registered office 151 Dale Street, Liverpool, L2 2AH.

##### ***Going concern***

The charity exists solely to administer the through-flow of Give As You Earn contributions and therefore the trustees, taking account of the uncertainty caused by Covid-19, have reasonable expectation that the charitable company will be able to continue in operational existence for the foreseeable future. Thus the going concern basis of accounting in preparing the annual financial statements has been used and there is not considered to be a material uncertainty in this regard.

##### ***Fund accounting***

Restricted funds represent income received for purposes specified by the donor. Expenditure which meets the criteria is identified to the fund.

Unrestricted funds are donations and other incoming resources received or generated and are available for use or retention at the discretion of the trustees, in accordance with the charity's objectives.

## UW GIVING

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021

#### 2. ACCOUNTING POLICIES (CONTINUED)

##### ***Income recognition***

Income from charitable activities are contributions from donors received through the Give as You Earn Payroll Giving Service and other sources and are recognised when receivable. There are no associated costs. Income from investments is bank interest and recognised when received into the bank account.

##### ***Expenditure recognition (including Grant Making)***

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Charitable activities include distribution of funds, along with associated support costs, to charitable organisations. These are dealt with in the Statement of Financial Activities when payment has cleared with the Charities Aid Foundation. Grants are made in accordance with the GAYE workplace's direct instruction. There are no associated costs.

##### ***Cash and cash equivalents***

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

##### ***Financial Instruments***

The group has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### ***Basic financial assets***

Basic financial assets, which include trade and other debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the financial asset is measured at the present value of the future receipts discounted at a market rate of interest.

##### ***Basic financial liabilities***

Basic financial liabilities, including trade and other creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

##### ***Taxation***

The income and gains of the funds are exempt from taxation as they are applied for charitable purposes only.

## UW GIVING

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021

#### 3. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Management believe there are no significant estimates or judgements that would impact on the financial statements.

#### 4. EXPENDITURE ON: CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Distributions	£ - =====	£119,199 =====	£119,199 =====	£119,070 =====

The charity does not have any employees. All operations are carried out by its parent company and corporate trustee, LCVS. No out of pocket expenses were reimbursed to the trustees during the year (2020: Nil). Audit costs have been borne by the corporate trustee, LCVS. The Trustees, being also the Directors of the company, are not remunerated for their services and received no reimbursement of expenses.

Expenditure on charitable activities in 2020 was all included within restricted funds.

#### 5. DEBTORS

	2021 £	2020 £
Due from parent company LCVS	6,124 -----	6,124 -----
	<b>6,124</b> =====	<b>6,124</b> =====

The £6,124 (2020: £6,124) inter-company transaction refers to monies due from LCVS to cover expenses paid out.

#### 6. CREDITORS: AMOUNTS FALLING DUE WITHIN 1 YEAR

	2021	2020
Distributions	£2,233 =====	£2,374 =====

## UW GIVING

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021

#### 7. FINANCIAL INSTRUMENTS

	2021	2020
	£	£
Financial assets measured at amortised cost	6,124	6,124
	-----	-----
	<b>6,124</b>	<b>6,124</b>
	=====	=====
	2021	2020
	£	£
Financial liabilities measured at amortised cost	2,233	2,374
	-----	-----
	<b>2,233</b>	<b>2,374</b>
	=====	=====

#### 8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

<b>2021</b>	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
<i>Unrestricted Funds</i>			
General Fund	-	6,124	6,124
<i>Restricted Funds</i>	-	-	-
	-----	-----	-----
<i>Totals</i>	-	<b>6,124</b>	<b>6,124</b>
	=====	=====	=====

<b>2020</b>	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
<i>Unrestricted Funds</i>			
General Fund	-	6,124	6,124
<i>Restricted Funds</i>	-	-	-
	-----	-----	-----
<i>Totals</i>	-	<b>6,124</b>	<b>6,124</b>
	=====	=====	=====

## UW GIVING

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021

#### 9. UNRESTRICTED FUNDS

##### 2021

	Reserves at Beginning of Year	Income	Expenditure	Reserves at End of Year
Unrestricted Funds	£6,124	-	£(-)	£6,124
	=====	=====	=====	=====

##### 2020

Unrestricted Funds	£6,124	£ -	£ (-)	£6,124
	=====	=====	=====	=====

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objects.

#### 10. RESTRICTED FUNDS

##### 2021

	Reserves at Beginning of Year	Income	Expenditure	Reserves at End of Year
Restricted Funds	£ -	£119,199	£(119,199)	£ -
	=====	=====	=====	=====

##### 2020

Restricted Funds	£ -	£119,070	£(119,070)	£ -
	=====	=====	=====	=====

The restricted funds represent income which must be distributed in accordance with donor specification.

#### 11. CONNECTED CHARITIES

UW Giving is connected to United Trusts, a separately registered charity, by virtue of the same Honorary Officers, the same trustees and carrying out operations from the same principal address.

UW Giving, as a payroll-giving agency, must serve on an impartial basis and is therefore not permitted to promote giving to local charities. The corporate trustee, LCVS, is now responsible for this service and has amalgamated it in its own operations.

#### 12. RELATED PARTIES

During the year an amount of £33,291 (2020: £34,091) was distributed to LCVS carrying with it the restrictions placed on it by the original donors; LCVS will distribute the funds at a later date in accordance with the donors' wishes.

An amount of £6,124 (2020: £6,124) is due to UW Giving from LCVS at the year-end in respect of transactions in previous years.

## **UW GIVING**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 4<sup>TH</sup> APRIL 2021**

#### **13. ULTIMATE PARENT UNDERTAKING**

The Trustees consider the charitable company's controlling party to be Liverpool Charity and Voluntary Services (LCVS). LCVS is a co-trustee and administers all activities of UW Giving in parallel with its own charitable giving activities. LCVS is a charitable trust corporation, administering funds and trusts on behalf of donors and charities from across the UK. It is the umbrella organisation for the non-profit organisations in Liverpool providing specialist business support and community engagement. LCVS promotes partnerships with businesses, non-profits and public bodies to meet community needs. LCVS is a charitable company registered in England and Wales (Company number: 0181759, Charity number: 223485). LCVS principal and registered office is 151 Dale Street, Liverpool, L2 2AH.

LCVS prepares consolidated accounts including UW Giving.