



LawWorks

Annual Report and Accounts 2021



INTRODUCTION

The Trustees are pleased to present their report and the audited financial statements for the year ended 31 December 2021.

The Trustees confirm that the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice for Charities (SORP 2015) (Second Edition, effective 1 January 2019).

Objects

The objects of the Charity are:

To promote the upholding and proper administration of the law by:

- encouraging, supporting and advising lawyers and their staff in the provision of pro bono legal services; and
- advancing the education and training of lawyers and their staff undertaking or intending to undertake pro bono legal services.
- to encourage, support and advise lawyers and their staff to undertake charitable voluntary work in the administration of the law, education, social services, community work and other charitable activities for the benefit of the community.
- to provide pro bono legal services.

Public benefit

When planning and reviewing LawWorks' activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit. LawWorks' charitable activities focus on enabling individuals and charities and not-for-profit organisations to access pro bono legal advice, information and support.

In the year to December 2021, there were over 64,194 enquiries at independent clinics across England and Wales supported by LawWorks. These enquiries resulted in 48,477 people being given legal advice and a further 15,596 were provided with general information, referral to other services or, where eligible, to legal aid providers.

LawWorks provides services and support for our members, but our activities also benefit many more organisations and services. For example, LawWorks facilitated pro bono legal advice for smaller charities and not-for-profits which in turn worked with or supported over 1,372,000 individuals during the year.

Our ultimate beneficiaries are those who would otherwise be unable to access justice. The experience and feedback of people accessing clinics in the LawWorks clinics network underlines research demonstrating that timely access to advice can have positive benefits, including to physical and mental health and wellbeing. An inability to access legal advice can result in problems worsening and escalating.

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SOLICITORS PRO BONO GROUP
(Known as "LawWorks")

Company limited by guarantee no. 03410932

Registered charity no. 1064274

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2021

*Cover photography: Emma Bauso, emmabauso.com
Family of four walking down the street from pexels.com*

OVERVIEW OF ACTIVITIES

Covid-19

The ongoing pandemic continued to impact during the year, including for our staff and volunteers, our members, pro bono clinics and not-for-profit organisations. The pandemic disproportionately affected vulnerable and disadvantaged individuals and communities, including those supported by clinics, not-for-profits and our in-house solicitors and volunteers delivering our 'secondary specialisation' projects.

Despite the ongoing challenges of the pandemic, LawWorks was able to deliver effectively on the strategic objectives and business plan.

About LawWorks

LawWorks promotes, supports and facilitates pro bono legal services that extend access to the law for individuals and communities in need and the organisations that support them. We champion pro bono because of the positive contribution and difference it makes for individuals, communities and society.

We work (in England and Wales) with the solicitors' profession and our members, the Law Society of England and Wales, law schools and law students, law centres, advice agencies and others to develop and support pro bono legal services, and to promote access to justice for all.

The current LawWorks strategy has the following objectives:

- Promoting, facilitating and developing pro bono across the solicitors' profession and at law schools in England and Wales;
- Facilitating and supporting pro bono legal services and access to justice for people in need and without the means

to pay;

- Connecting smaller charities and not for profit organisations with pro bono legal services and enabling them to deliver their mission;
- Addressing barriers to pro bono and adding our voice for policy change and pursuing access to justice for all;
- Enhancing our impact through organisational efficiencies, leadership and developing our people.

During the year LawWorks (with the support of expert external consultants) concluded an audit of equality, diversity and inclusion practices in the organisation. Following on from this, we have renewed our commitment to sustaining a fair, open and inclusive culture.

LawWorks staff continued to work from home during the year; a phased return to new office premises (at Lincoln House, 2nd floor, 296 – 302 High Holborn, WC1V 7JH) began in September 2021.

About legal pro bono

Pro bono makes an important contribution towards enabling individuals and organisations (in particular, smaller charities and social enterprises) to access legal support, advice and representation. The overall contribution of pro bono may be relatively small, but its impact and importance is significant. Legal pro bono is not, and in LawWorks' view should not be seen as, an alternative to an adequately funded system of legal aid nor an alternative for funding for local advice agencies and law centres.

Changes to legal aid (introduced from April 2013) continue to have a significant impact on many people's ability to access justice. In addition, financial austerity impacted on the provision and availability of free legal

advice, including the closure, or reduction in services provided by law centres and other legal and advice providers.

LawWorks encourages everyone providing and facilitating pro bono to incorporate and apply the Joint Pro Bono Protocol, developed by The Law Society and others to promote and support high standards of pro bono work. The Protocol does not replace, but seeks to build upon, professional codes of conduct setting out the standards and requirements all lawyers must achieve and observe. The Protocol, and a list of signatories, is available on the LawWorks website.

LawWorks also supports the Law Society's Pro Bono Charter, a public statement that law firms, in-house teams and alternative business structures can sign.

LawWorks membership

LawWorks members are integral to our organisation and vital for our work and impact. We have around 150 members, including private practice law firms (across England and Wales), in-house legal teams, universities and colleges educating and training the lawyers of tomorrow, and not-for-profit organisations providing legal advice.

Membership of LawWorks provides members with the opportunity to contribute to a variety of pro bono activities, including our 'secondary specialisation' projects and our support for charities and community organisations through our Not-for-Profits programme. LawWorks is also able to provide professional indemnity insurance for pro bono projects where it is not otherwise available.

Members have access to free training and events, including roundtables and

networking opportunities. Our members are also eligible to have their pro bono work recognised and celebrated by participating in our annual Pro Bono Awards.

Clinic support and development

LawWorks provides guidance and information to establish and support free legal advice sessions delivered by volunteer lawyers and also law students. We help set up new and sustainable clinic partnerships – between individual lawyers, solicitor firms and in-house legal teams, law schools, charities, community groups and advice agencies - to help address unmet need in local communities and also nationally.

We provide practice guidance and resources to ensure that a high standard of service is provided and that everyone involved understands their role. The aim is that every clinic is specifically tailored to meet the requirements of its stakeholders, particularly the clients.

Clinics support particularly vulnerable members of the community; for example, the majority of clients have incomes below the (Joseph Rowntree) minimum income standard and are from black and minority ethnic backgrounds; just over a quarter of clients reported having a disability.

Once a clinic is set up, it can become part of the LawWorks Clinics Network. Clinics in the network are independent of LawWorks, with day-to-day responsibility for the running and coordination of clinics remaining with the lawyers, law school and/or agency involved, with the assurance that LawWorks will support them if any further assistance (or 'troubleshooting') is required. Being part of the network brings

with its other benefits such as access to training, roundtables/InfoExchanges, free legal information and research resources, and a website presence.

A focus during the year was to continue to proactively support clinics in responding to ongoing Covid-19 restrictions. In 2020 following the first lockdown, nearly all clinics initially had to close their services, but many moved quickly to re-establish their services remotely, while also engaging with and supporting staff and pro bono volunteers working from home. We continued to host monthly 'InfoExchange' meetings bringing together clinic coordinators and volunteers and invited speakers and contributors. Our third annual Clinics network conference (on the theme of 'Pro bono: Facing the future') was held online over two days in July and was positively received (recordings from the conference, including a welcome from the then Solicitor General, the Rt Hon Lucy Frazer QC MP, can be viewed on the LawWorks website).

A new Pro Bono Clinics Manual was produced and launched, during Pro Bono Week, at a meeting of the All-Party Parliamentary Group on Pro Bono and Public Legal Education. The manual provides practical help and advice for anyone interested in clinic development, from law firms and in-house teams, to frontline agency workers and law school practitioners (and is free to download from LawWorks' website).

Feedback during the year (from clinic co-ordinators, volunteers and other stakeholders) was positive and encouraging. LawWorks continued to support the development and launch of new clinics - by the end of the year over 300 clinics were registered with the LawWorks clinics network.

LawWorks Cymru

LawWorks Cymru is a five-year project funded by the National Lottery Community Fund to further develop pro bono work in Wales. Supported by an advisory group, the project is delivered by a Membership and Training Officer and a Clinics Support and Development Officer. A number of training sessions were delivered for pro bono volunteers and engagement events hosted to encourage pro bono volunteering. We continued to support clinic development, including ongoing responses to Covid-19.

LawWorks training

LawWorks organises training sessions for its members, clinic volunteers and community groups, and covers a broad range of legal issues and topics. Our training is delivered by solicitors, barristers and others with expertise in areas of law and practice. Over 50 training sessions were delivered, the vast majority online. Given the ongoing pressures on charities and the not-for-profit advice sector, our training sessions continued to be available for free to all, including materials and recordings uploaded onto the LawWorks website.

We also provide bespoke training in response to requests from our members, and others, and provide training for pro bono volunteers as part of our 'secondary specialisation' projects and our Not-for-Profits programme.

Not-for-Profits programme

Our Not-for-Profits Programme supports small and medium-sized not-for-profit organisations that help people in need

in England and Wales. Their work for the most vulnerable and disadvantaged in our society varies enormously but, for example, commonly deals with poverty, disability, abuse, social exclusion, and special educational needs. These organisations are working at the very heart of our communities and would otherwise struggle to pay for legal advice. LawWorks helps them access legal assistance for free, thereby supporting them to help their wider beneficiaries.

In 2021, the Not-for-Profits Programme turned 20. Starting out as 'LawWorks for Community Groups', the programme was initially aimed at corporate and in-house lawyers who, at the time, had few opportunities to become involved in legal volunteering.

Applications for legal advice are assessed ('triaged') for the type of legal assistance sought and the financial resources of the organisation or group. Concise briefings are produced and the request for discrete, one-off advice or casework assistance then circulated among member organisations and individuals to identify whether pro bono support can be provided. We then put the volunteer lawyers in touch with the organisation seeking assistance, with LawWorks staff available to deal with any issues if needed.

During the year, over 181 not-for-profit organisations were assisted. Many applications for legal assistance continued to relate to the Covid-19 pandemic, with one in ten sadly relating to insolvency. The main areas of law advised on were property/property disputes; corporate and commercial; litigation and dispute resolution and employment.

Where we cannot assist a not-for-profit organisation, we signpost to appropriate

sources of help or information. These include our online 'Free Talks' videos, which focus on common legal issues smaller not-for-profit organisations may face.

Pro Bono Awards

An important part of our work is to encourage pro bono across the solicitor profession and to recognise and celebrate pro bono achievement and impact.

Despite the ongoing challenges of the pandemic, we again received a high number of nominations for our awards in 2021. The awards event (hosted by Sangita Myska, an experienced television and radio presenter and journalist) was held in-person at the Law Society on 7th December and also broadcast online.

The winners of the LawWorks Pro Bono Awards in 2021 were:

- Best contribution by a Small or Medium Firm: [Nottingham Law School Legal Advice Centre](#)
- Best Contribution by a Large Firm: [Bates Wells](#)
- Junior Lawyers Division Pro Bono Award: [Lucy Clifford, Travers Smith](#)
- Best Contribution by an individual: [Louise McCarthy, Sidley Austin](#)
- The LawWorks Cymru Award: [Cardiff Lawyers Care Advice Clinic](#)
- Best Contribution by a Pro Bono Clinic: [Whitechapel Legal Advice Clinic](#)
- Best International Pro Bono Award (in partnership with A4ID): [Clifford Chance](#)
- Best New Pro Bono Activity: [Maternity Action Pro Bono Partnership](#)
- Most Effective Pro Bono Partnership: [Pre-action Protocol Project](#)

Partnership with DLA Piper, Deighton Pierce Glynn, Care4Calais and Human for Rights Network.

We are grateful for the time and commitment of our panel of judges that comprised: Manda Banerji, Chair of the Law Society's Junior Lawyers Division; Yasmin Batliwala, Chief Executive of Advocates for International Development (A4ID); Clare Carter, Joint Chief Executive of the Access to Justice Foundation; Chris Minnoch, Director of the Legal Aid Practitioners Group; and Paul Rogerson, Editor of the Law Society Gazette.

The awards were kindly sponsored by LexisNexis and supported by the Law Society and Salesforce.

Supporting law school and student pro bono

Law students and trainees make an important and growing contribution to pro bono. We encourage, develop and recognise the pro bono activity carried out by students at law schools across the UK. With the support and supervision of qualified lawyers, undergraduate and postgraduate students take part in a variety of pro bono projects. These include public legal education projects and programmes raising awareness about the law and legal issues; generalist and subject-specialist advice clinics; placements with voluntary sector agencies; miscarriage of justice initiatives; and court and tribunal representation work.

Our annual LawWorks and Attorney General Student Pro Bono Awards are traditionally celebrated in Parliament, attended by up to 200 guests. Because of ongoing Covid-19 restrictions, the awards were celebrated at an online awards ceremony on 12th May (supported by

the then Attorney General, the Rt Hon Michael Ellis MP QC).

The winners of the 2021 awards were:

- Best contribution by a Law School: [Nottingham Law School Legal Advice Centre \(Nottingham Trent University\)](#)
- Best contribution by a team of students: [Cardiff Innocence Project Student Team Leaders, Cardiff University](#)
- Best contribution by an individual: [Amanda Ignatia, Dickson Poon School of Law, King's College London](#)
- Best new pro bono activity: [The Protea Clinic, King's Legal Clinic, King's College London](#)
- The Access to Justice Foundation award: [Bangor Law School](#)

We are grateful to the panel of judges for the awards: Simon Davis, former president of The Law Society of England and Wales; Peter Farr, Head of Civil Law Policy, Ministry of Justice; James Harper, Executive Sponsor, Rule of Law and CSR for LexisNexis UK & Ireland; Joshua Richman, Senior Editor, LawCareers.Net; Leanne Targett-Parker, Chair, Bar Council Pro Bono Committee; and Rohini Teather, Head of Parliamentary Affairs, Legal Aid Practitioners Group.

Litigants in Person Support Strategy

Funded by the Ministry of Justice, the Litigants in Person Support Strategy was a partnership with LawWorks, Law for Life, RCJ Advice, Support Through Court, Advocate and the Access to Justice Foundation. The partnership brought together different elements of support for individuals with a legal problem

who may be, or are, going to a tribunal or court without legal representation – this includes online information and resources (including the AdviceNow website run by Law for Life); access to legal advice (provided by RCJ Advice and clinics supported by LawWorks), emotional support and assistance when in court or court settings (provided by Support Through Court volunteers) and representation (by volunteer barristers through Advocate).

Secondary specialisation

Our secondary specialisation projects support the development of ‘in-depth’ pro bono in areas of social welfare law. This currently includes welfare benefits representation (supporting volunteer solicitors to represent individuals at (1st tier) social security benefit appeals), an unpaid wages project, and ‘Voices for Families’, with the charity Together for Short Lives, supporting the parents and carers of children with life-limiting conditions. Our in-house solicitors, who are experienced experts in their field, provide or facilitate tailored training for participating volunteers, and ongoing support and supervision.

During the year, we worked with law firms to establish a new project to provide bespoke pro bono support on domestic violence matters. The project, called the Domestic Abuse Response Alliance (DARA), was launched in February 2022, receiving referrals from the National Centre for Domestic Violence (NCDV) and supervision provided by leading family law firm Beck Fitzgerald. The participating firms make a financial contribution to the project and additional trust funding has

also been secured.

We encourage feedback from the volunteers participating in the secondary specialisation projects, including hosting networking and feedback events.

Pro Bono Connect

Pro Bono Connect is a scheme which facilitates collaboration between solicitors and barristers working together pro bono on civil matters for individuals, charities and community groups who cannot afford legal advice or representation. Originally set up in 2015 by Jamie Goldsmith QC of One Essex Court Chambers, the successful scheme came under the governance of LawWorks in 2019 and is supported by a dedicated staff post. An executive group supports the scheme and Advocate is a key partner.

Digital platforms and projects

A significant development has been LawWorks’ investment and support for a number of online and digital projects, including the Pro Bono Portal UK. Following a successful pilot and development stage (commencing in 2020), the Portal was formally launched in November 2021 initially utilising it for the LawWorks Not-for-Profits Programme. Originally developed by Justice Connect in Australia, their award-winning portal has been adapted for use in the UK (initially in England and Wales) and other international jurisdictions. The Portal connects lawyers with pro bono opportunities from one place - efficiently, simply and securely.

LawWorks is ambitious for the scale and reach of the Portal, including organisations

having direct access and use for their own pro bono requests and opportunities, with the vision that it will be available to all solicitors and other lawyers across England and Wales - a national 'one-stop shop' for accessing a range of pro bono opportunities. In April 2022 the Portal won a Legal Innovations Award (for 'Disruptive Technology of the Year').

During the year LawWorks also continued to develop Free Legal Answers, a website which enables individuals on low incomes to access initial or one-off pro bono legal advice. The project was supported by a grant from the Ministry of Justice in partnership with the Access to Justice Foundation.

During the year LawWorks also appointed a dedicated staff resource to develop and support The Jeanie Project, an online tool (developed by a charity with the same name) which assists in the collecting of relevant information for legal problems, creating a brief for pro bono lawyers and others.

Going forward, LawWorks will continue to explore how the different digital platforms and tools can be integrated, as well as being committed to sharing learning with others in the sector.

During the year, LawWorks also worked with the Law Society to establish a centralised online platform to help coordinate pro bono advice from the profession in the event of a major incident, including terrorist attacks and civic disasters such as the Grenfell Tower fire. In the event of a qualifying major incident, affected members of the public can request free legal advice using a legal pro bono platform.

Barriers to pro bono and accessing justice

During the year, LawWorks continued to seek to address barriers to pro bono engagement and contribute a pro bono 'policy voice' to enable access to justice. Our policy work draws on the experience and expertise of pro bono clinics, our members, and partners. Working collaboratively, we aim through our policy work to:

- communicate both the value and contribution of pro bono and also its limits;
- address systemic issues that may result in the need for legal advice and representation and create barriers to access to justice;
- develop an evidence base on unmet legal need, and best practice in pro bono, using the insights, learning and data from our programmes and projects.

LawWorks provides the Secretariat to the All-Party Parliamentary Group (APPG) on Pro Bono and Public Legal Education. We engage with regulators, especially the Solicitors Regulation Authority (SRA) and the Legal Services Board (LSB), including on reform of solicitors training, and regulation and the implications for pro bono. During the year, we met with the SRA to discuss issues arising from the regulation of 'claims management activities', which resulted in new guidance being published in May 2022.

We published our annual Clinics Network report, highlighting the work and contribution of pro bono clinics, the support provided and any new or emerging issues (including ongoing impacts of the pandemic).

Partnership working and collaboration is core to everything we do. For example, in response to the pandemic, we supported the establishment of a legal and advice sector roundtable bringing together a range of organisations from across the legal and advice sectors. Working with our partners in the Litigants in Person Support Strategy we coordinated a submission to the Government's Comprehensive Spending Review outlining the case for sustained investment in legal advice and support services.

We will continue to gather and publicise evidence about the legal advice and representation requirements of people in need - including the ongoing impacts of legal aid reforms - and advocate for positive change.

Pro Bono Week

We played an active role in the planning of Pro Bono Week (held in November), and hosted or jointly hosted a number of events for the Week's 10th anniversary, including:

- i) legal issues for smaller charities – in partnership with the Small Charities Coalition;
- ii) 'Poverty and pro bono' – with Lawyers Against Poverty, the Child Poverty Action Group (CPAG) and Z2K (Lord Briggs, a Justice of the Supreme Court, spoke at the event);
- iii) the APPG on Pro Bono and Public Legal Education, on clinics and how MPs can support and engage with them. The Clinics Manual was launched at the event and included a contribution from the Solicitor General, Alex Chalk QC MP;
- iv) 'Technology and Pro bono: domestic

and global perspectives – held jointly with A4ID, including a contribution from I. Stephanie Boyce, president of the Law Society;

- v) 'Late career pro bono, for retiring and retired lawyers - chaired by Robert Bourns, former president of The Law Society;
- vi) Pro bono and environmental justice – with the Environmental Law Foundation and A4ID; and,
- vii) separate sessions on legal issues for not-for-profits with the in-house legal teams at Amazon and Bank of America.

Other activity

During the year, we contributed to many conferences, seminars and forums on the themes of accessing justice and law reform, and met with representatives across the legal, advice and charity sectors.

FINANCIAL REVIEW

In light of the ongoing pandemic, the fundraising environment continued to be challenging – however, as a result of successful fundraising and careful management of expenditure LawWorks was able to achieve a surplus in 2021 of £77,089 to increase the reserves.

Reserves policy

The policy of the Board is to maintain the General Fund at a minimum of 6 months of running costs. This currently equates to approximately £516,500. The Board believes that this level of reserves is a minimum needed to ensure that the Charity can run efficiently and meet the needs of the projects at a time of funding uncertainty. This level will give the Charity time to take action in the event of the loss of a major funder. At the year end the General Fund (unrestricted) stood at £715,300 which represents 7.5 months costs, based on the budget for 2022, which the Board believes is an appropriate level in line with this policy. Restricted funds of £34,940 are also held at year end.

Funding sources

The Charity is a membership organisation and in 2021 received, approximately 20% of its income from membership subscriptions. Other sources of income include project grants and philanthropic donations. Grants for specific projects are recorded as restricted income for those projects and the Board of Trustees is responsible for ensuring grants are spent for the purpose for which they are given.

Fundraising from the public

LawWorks carries out fundraising from the public, both directly and indirectly through other groups, including the London Legal Walk (organised by the London Legal Support Trust) and other regional walks. During the year Bob Mortimer kindly presented a successful BBC Radio 4 Appeal for LawWorks. We do not currently work with any commercial fundraising participators.

We demonstrate our commitment to good fundraising practice by being registered as a small fundraising charity with the Fundraising Regulator and conform to recognised standards regarding fundraising complaints and the protection of the public. The relatively small scale of the appeals for donations means that they are closely monitored and tailored to the individuals. LawWorks received no complaints in the year.

Investment policy and performance

Having regard to the liquidity requirements of the Charity, the Board's policy is to invest surplus funds in bank accounts in order to obtain a rate of interest that matches or exceeds the rate of inflation as measured by the retail prices index. This represents a low-risk investment policy and the Board believes that an adequate return has been achieved in the year.

Donated services and funding

During the year LawWorks continued to receive significant free 'in-kind' and other support from our members and others, including contributions to training delivery and supporting our digital projects and platforms. We would like to thank the many LawWorks members who have so generously supported our work.

We would also like to thank the thousands of individual solicitors, barristers, trainees and law students who contributed their free time, expertise and enthusiasm to local advice clinics, and other pro bono projects and activities.

We would also like to thank the Law Society of England and Wales for its ongoing funding and other support for our work. We are also grateful to the Ministry of Justice and our other funders and to those who gave donations to LawWorks. A full list of those who provided funding for LawWorks during the year is shown on page 29.

GOVERNANCE

The Charity is governed by a Board of Trustees who are all volunteers. No paid employee of the Charity, whether in full or part time employment, can be elected to the Board. The election of members to the Board takes place at the Annual General Meeting. The Trustees may appoint any member to the Board to fill a casual vacancy or as an additional Trustee. A Trustee so appointed shall hold office only until the next Annual General Meeting. Details of those serving on the Board during the year and those serving currently are shown on page 14.

New Trustees were recruited to the Board during the year and will submit to election at the AGM. When recruiting new Trustees, the Board attempts to attract candidates with skills and experience appropriate to the needs of the organisation by advertising and other publicity. The Board of Trustees meet once every three months and hold an annual away day. All new Trustees receive an induction and then subsequent training is made available to all Trustees as needed.

The staff team is accountable, through the Chief Executive, to the Trustees, and is responsible for the day-to-day operations of the Charity in accordance with the strategy, policies, procedures and budgets approved by the Board and any ad hoc committees.

The key management personnel during the year were the Chief Executive together with the Deputy Chief Executive/Director of Programmes and the Director of Policy and External Affairs (who left the organisation in August 2021 and was not replaced). Staff salaries are supervised by the Board taking into account the needs of the organisation and external economic circumstances.

Structure

The Charity has no share capital or debentures, hence there are no Trustees' interests requiring disclosure. In the event of the Charity being wound up each member is required to contribute an amount not exceeding £1.

Trustees

The Trustees, who are the directors for company law purposes, retire by rotation and are eligible for reappointment; they are elected by its company members. The names of the Trustees serving in 2021 are as follows:

- Alasdair Douglas (Chair)
- I. Stephanie Boyce (from March 2021)
- Jamie Goldsmith QC
- David Greene (until March 2021)
- Steve Johnson
- Robert Lay
- Caroline Parks
- Emma Rehal-Wilde
- Steve Johnson
- Paul Tennant
- Gemma Watts

Principal risks and uncertainties

The Trustees have continued to review the significant risks to which the Charity may be exposed, in particular those related to operational, legal and financial matters. The Trustees are satisfied that systems are in place to mitigate exposure to major risks. Internal control risks are minimised, for example, by the procedures in place for the authorisations of expenditure and commitments.

The Charity retains risk in relation to the

continuation of adequate external funding and this risk is continually monitored and actively managed by the Trustees and employees of the Charity. A fundraising strategy, with the goal of increasing income from legacies, charitable trusts, foundations and other potential funders, is kept under review and continues to produce results.

The risk of a legal challenge resulting from advice given has been addressed through training and support to improve the quality of advice provided, and professional indemnity insurance cover is in place in respect of the provision of legal advice by staff and volunteers acting in the name of the Charity.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Policies).

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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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 estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material
- departures disclosed and explained in the financial statements;

- prepare the financial statements on the going concern basis unless it is inappropriate to presume
- that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate 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 detection and prevention of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

Haysmacintyre LLP have indicated their willingness to continue in office and offer themselves for re-appointment as such, under Section 485 of the Companies Act 2006.

Preparation of the report

This report of the Board of Trustees has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

This report was approved and authorised for issue by the Trustees on 12th July 2022 and signed on their behalf by:



Alasdair Douglas
Chair of Trustees

REFERENCE AND ADMINISTRATIVE INFORMATION

Honorary President Lord Phillips of Sudbury OBE

Secretary: **TMF Global Services (UK) Limited**

Chief Executive:

Martin Barnes (until May 2022)

Rebecca Wilkinson (from May 2022)

Registered office:

c/o 8th Floor, 20 Farringdon Street, London, EC4A 4AB

Operational address:

Lincoln House, 2nd floor, 296 – 302 High Holborn, WC1V 7JH

Auditor:

Haysmacintyre LLP, 10 Queen Street Place, London EC4R 1AG

Bankers:

Unity Trust Bank, Nine Brindleyplace, Birmingham B1 2HB

Nationwide Building Society, Northampton, NN3 6NW

Solicitors:

Trowers & Hamlins, 3 Bunhill Row, London, EC1Y 8YZ

Bates Wells & Braithwaite, 10 Queen Street Place, London, EC4R 1BE

Website: **www.lawworks.org.uk**

Company reg. no. **03410932**

Charity reg. no. **1064274**

The Trustees of the Charity, who are directors for company law purposes, are:

Alasdair Douglas (Chair)

I. Stephanie Boyce (from March 2021)

Jamie Goldsmith QC

David Greene (until March 2021)

Steve Johnson

Robert Lay

Caroline Parks

Emma Rehal-Wilde

Paul Tennant

Gemma Watts

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF SOLICITORS PRO BONO GROUP ("LAWWORKS")

For the year ended 31 December 2021

Opinion

We have audited the financial statements of Solicitors Pro Bono Group for the year ended 31 December 2021 which comprise the Trustees' Report, Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2021 and of the charitable company's net movement in funds, including the income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are

independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report,

we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report (which includes the directors' report prepared for the purposes of company law) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' Annual Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report (which incorporates the directors' report).

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the charitable company; or
- the charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on pages 15 and 16, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charitable company and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to compliance with the regulatory requirements of the Charity Commission, employment law and health and safety regulations, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the Charities Act 2011, and payroll taxes.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to revenue recognition. Audit procedures performed by the engagement team included:

- Inspecting correspondence with regulators and tax authorities;
- Discussions with management including consideration of known or

suspected instances of non-compliance with laws and regulation and fraud;

- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journals, in particular journal entries posted with unusual account combinations, postings by unusual users or with unusual descriptions; and
- Challenging assumptions and judgements made by management in their critical accounting estimates.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Lee Stokes 

Senior Statutory Auditor

For and on behalf of Haysmacintyre LLP

Statutory Auditor

28 July 2022

Haysmacintyre LLP
10 Queen Street Place,
London, EC4R 1AG

STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating Income and Expenditure Account)

For the year ended 31 December 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
INCOME FROM					
Donations	2	79,088	-	79,088	36,837
Investments		4,416	-	4,416	246
Charitable activities	3	476,067	540,854	1,016,921	1,008,873
Other income		10,000	-	10,000	-
TOTAL INCOME		569,571	540,854	1,110,425	1,045,956
EXPENDITURE ON					
Raising funds		62,838	-	62,838	41,154
Charitable activities:					
Supporting and promoting pro bono		342,296	46,903	389,199	385,401
Enabling access to justice through pro bono		20,707	480,180	500,887	472,497
Supporting not-for-profit organisations		47,662	32,750	80,412	85,159
TOTAL EXPENDITURE	4	473,503	559,833	1,033,336	984,211
NET INCOME/NET MOVEMENT IN FUNDS		96,068	(18,979)	77,089	61,745
Reconciliation of funds:					
TOTAL FUNDS BROUGHT FORWARD		619,232	53,919	673,151	611,406
TOTAL FUNDS CARRIED FORWARD		715,300	34,940	750,240	673,151

The Charity has no recognised gains or losses in the year other than that shown above. All the above results were derived from continuing activities. Details of comparative figures by fund are disclosed in note 1 to the financial statements.

The notes and information on pages 24 to 34 form part of these financial statements

BALANCE SHEET

As at 31 December 2021

	Notes	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible assets	8		8,597		5,598
CURRENT ASSETS					
Debtors	9	117,230		82,671	
Cash at bank and in hand		902,911		823,276	
		<u>1,020,141</u>		<u>905,947</u>	
CREDITORS: amounts falling due within one year	10	(278,498)		(238,394)	
NET CURRENT ASSETS			<u>741,643</u>		<u>667,553</u>
NET ASSETS			<u><u>750,240</u></u>		<u><u>673,151</u></u>
FUNDS					
Restricted funds	11		34,940		53,919
General fund (unrestricted)	11		715,300		619,232
	12		<u><u>750,240</u></u>		<u><u>673,151</u></u>

These financial statements were approved and signed on behalf of the Trustees on 12th July 2022.



Alasdair Douglas
Chair of Trustees

STATEMENT OF CASH FLOWS

For the year ended 31 December 2021

	Notes	2021 £	2020 £
CASH FLOWS FROM OPERATING ACTIVITIES			
Net cash provided by operating activities	A	<u>82,790</u>	<u>91,069</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of fixed assets		(7,571)	(4,018)
Interest		<u>4,416</u>	<u>246</u>
Net cash (used in) investing activities		<u>(3,155)</u>	<u>(3,772)</u>
Increase in cash and cash equivalents in the year		79,635	87,297
Cash and cash equivalents at the beginning of the year		<u>823,276</u>	<u>735,979</u>
Total cash and cash equivalents at the end of the year		<u>902,911</u>	<u>823,276</u>

A) RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

Net income for the year (as per the Statement of Financial Activities)	77,089	61,745
Depreciation charge	4,310	2,751
Loss on disposal of fixed asset	262	-
Interest	(4,416)	(246)
(Increase)/decrease in debtors	(34,559)	56,357
Increase/(decrease) in creditors	40,104	(29,538)
Net cash provided by operating activities	<u>82,790</u>	<u>91,069</u>

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows.

Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Companies Act 2006, the Statement of Recommended Practice for Charities (SORP 2015) (Second Edition, effective 1 January 2019) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Solicitors Pro Bono Group (LawWorks) is a company limited by guarantee. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity. The Charity 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.

Preparation of the accounts on a going concern basis

The income of the Charity improved during the year resulting in a strong surplus and an improved net current asset position equivalent to 8.5 months of expenditure. The increase in quantity and diversity of income reflects a positive policy of the Trustees and is therefore expected to continue. The Trustees therefore believe that the Charity is a going concern based on forecasts of future income and the level of reserves, considering the risks inherent in the current income sources.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income

Income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the items have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income received in advance of the relevant specified service provision is deferred until the criteria for income recognition are met. If the funded service is provided continually the grant is considered to accrue evenly over the period of specified support.

Grants and donations

Grants and donations received are recognised in the Statement of Financial Activities when the Charity is entitled to them as specified in the general income policy and in accordance with the terms attached to the grant or donation.

Donated services and facilities

Donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity

which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market. A corresponding amount is then recognised in the expenditure in the period of receipt.

In accordance with the Charities SORP FRS 102 the general volunteer time given to the Charity is not recognised.

The volunteers and individual members of the Charity benefit from events organised by the Charity in partnership with legal firms. The cost to these firms of providing these events is not treated as a donation to the Charity.

The extent of volunteering support in the Charity is acknowledged in the Annual Report.

Membership subscriptions

Income from membership subscriptions is recognised on an accruals basis, income received in advance is deferred (see Note 10).

Expenditure

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

Allocation of support costs

Support costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to the direct staff costs allocated to the activities.

Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office furniture & equipment: 4 years

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Pensions

The Charity makes payments to staff members' personal pension and defined contribution arrangements. Payments made fulfil in total the Charity's obligations for such payments and are recorded as an expense in the period they are payable.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the accounting policies, trustees are required to make judgement, estimates, and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and underlying 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 if the revision affects only that period, or in the period of the revision and future periods if the revision affected current and future periods.

In the view of the trustees, there are no areas of critical accounting judgement or estimation uncertainty used in preparing the financial statements.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised with the exception of investments which are held at fair value. Financial assets held at amortised cost comprise cash at bank and in hand, together with trade and other debtors. A specific provision is made for debts for which recoverability is in doubt. Cash at bank and in hand is defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise all creditors except social security and other taxes and provisions.

STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVES DETAIL

(Incorporating Income and Expenditure Account)

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
INCOME FROM			
Donations	36,837	-	36,837
Investments	246	-	246
Charitable activities	641,407	367,466	1,008,873
TOTAL INCOME	678,490	367,466	1,008,873
EXPENDITURE ON			
Raising funds	41,154	-	41,154
Charitable activities:			
Supporting and promoting pro bono	335,499	49,902	385,401
Enabling access to justice through pro bono	201,570	270,927	472,497
Supporting not-for-profit organisations	43,534	41,625	85,159
TOTAL EXPENDITURE	621,757	362,454	984,211
NET INCOME	56,733	5,012	61,745
TOTAL FUNDS BROUGHT FORWARD	562,499	48,907	611,406
TOTAL FUNDS CARRIED FORWARD	619,232	53,919	673,151

Comparative information – all income shown in 2020 above related to unrestricted funds.

2. Donations

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
The London Legal Support Trust – Legal Walk	3,770	-	3,770	4,223
Law School Challenge	-	-	-	7,022
London Marathon	-	-	-	-
Christmas Carol Concert	-	-	-	6,889
Other events and donations	71,124	-	71,124	18,703
Government grant income	4,194	-	4,194	
	79,088	-	79,088	36,837

3. Income from charitable activities - 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Membership subscriptions	222,467	-	222,467	214,127
	222,467	-	222,467	214,127
Ministry of Justice	-	236,880	236,880	236,880
Law Society	190,000	-	190,000	190,000
National Lottery Community Fund	-	94,839	94,839	26,810
Access to Justice - Litigants in Person	-	44,603	44,603	-
Trust for London	-	42,500	42,500	42,000
Together for Short Lives	-	35,000	35,000	30,000
IBM UK Trust	35,000	-	35,000	-
City Bridge Trust	-	32,750	32,750	41,625
Therium Access	-	22,782	22,782	54,114
Ministry of Justice / The Access to Justice Foundation	20,000	-	20,000	22,302
Evan Cornish Foundation	-	10,000	10,000	1,875
29th May 1961 Charitable Trust	-	7,500	7,500	2,500
A&O Foundation	4,600	-	4,600	400
Eversheds Sunderland	-	4,000	4,000	-
Goldsmiths' Company Charity	-	3,000	3,000	3,000
Edith Murphy	-	3,000	3,000	-
Holman, Fenwick and Newton	3,000	-	3,000	-
Schroder Charity Trust	-	2,500	2,500	2,500
Edgar E Lawley Foundation	-	1,500	1,500	-
Farrer's Charitable Trust	1,000	-	1,000	5,000
National Lottery Covid Fund	-	-	-	34,837
Tudor Trust	-	-	-	30,000
City Bridge Trust - Free Legal Answers	-	-	-	17,600
Access to Justice - Pro Bono Connect	-	-	-	15,000
Heart of England Community Fund	-	-	-	10,000
London Community Trust	-	-	-	6,803
Bloomberg	-	-	-	5,000
The Edward Cadbury Charitable Trust	-	-	-	5,000
Prism the Gift Fund	-	-	-	5,000
Simmons and Simmons	-	-	-	2,500
EL Rathbone Charitable Trust	-	-	-	2,000
Gowling WLG (UK) Charitable Trust	-	-	-	1,000
London Legal Support Trust	-	-	-	1,000
	253,600	540,854	794,454	794,746
TOTAL	476,067	540,854	1,016,921	1,008,873

3. Income from charitable activities - 2020

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
Membership subscriptions	214,127	-	214,127
	214,127	-	214,127
Ministry of Justice	236,880	-	236,880
Law Society	190,000	-	190,000
Together for Short Lives	-	30,000	30,000
The National Lottery Community Fund	-	34,837	34,837
The National Lottery Covid Fund	-	26,810	26,810
Tudor Trust	-	30,000	30,000
The Access to Justice Foundation	-	22,302	22,302
City Bridge Trust	-	41,625	41,625
City Bridge Trust - Free Legal Answers	-	17,600	17,600
Therium Access	-	54,114	54,114
Trust for London	-	42,000	42,000
Schroder Charity Trust	-	2,500	2,500
Evan Cornish Foundation	-	1,875	1,875
Access to Justice – Pro Bono Connect	-	15,000	15,000
Farrer's Charitable Trust	-	5,000	5,000
Goldsmith's Company	-	3,000	3,000
Simmons and Simmons	-	2,500	2,500
LLST Clinics	-	1,000	1,000
Heart of England Community Fund	-	10,000	10,000
Bloomberg	-	5,000	5,000
London Community Trust	-	6,803	6,803
A&O Foundation	400	-	400
The Edward Cadbury Charitable Trust	-	5,000	5,000
Prism the Gift Fund	-	5,000	5,000
EL Rathbone Charitable Trust	-	2,000	2,000
29th May 1961 Charitable Trust	-	2,500	2,500
Gowling WLG (UK) Charitable Trust	-	1,000	1,000
	427,280	367,466	794,746
TOTAL	641,407	367,466	1,008,873

4. Analysis expenditure by type - 2021

	Staff Costs £	Direct Costs £	Support Costs £	Total 2021 £
Raising funds				
Fundraising costs	40,105	15,916	6,817	62,838
Charitable activities				
Supporting and promoting pro bono	289,791	50,149	49,259	389,199
Enabling access to justice through pro bono	420,229	9,226	71,432	500,887
Supporting not-for-profit organisations	68,729	-	11,683	80,412
TOTAL	818,854	75,291	139,191	1,033,336

Support costs are apportioned to the various activities of the Charity on the basis of direct staff costs.

Included in the above costs are governance costs of £44,098 (2020: £46,566) which comprise audit fees of £8,000 (2020: £9,950), staff costs of £30,759 (2020: £30,997) and other allocated support costs of £5,339 (2020: £5,516).

2020

	Staff Costs £	Direct Costs £	Support Costs £	Total 2020 £
Raising funds				
Fundraising costs	19,013	17,209	4,932	41,154
Charitable activities				
Supporting and promoting pro bono	270,327	44,947	70,127	385,401
Enabling access to justice through pro bono	355,982	24,167	92,348	472,497
Supporting not-for-profit organisations	67,618	-	17,541	85,159
TOTAL	712,940	86,323	184,948	984,211

5. Support costs

SUPPORT COSTS	2021	2020
	£	£
Premises costs	-	56,028
Rent	13,630	-
Insurance	16,705	11,079
Communications	10,368	14,203
Professional fees	44,687	40,689
Office costs	9,691	20,193
Depreciation	4,310	2,751
Profit or loss on disposals	262	-
Bank charges	643	344
IT costs including website	38,895	39,661
	139,191	184,948

6. Net income for the year

	2021	2020
	£	£
This is stated after charging:		
Depreciation	4,310	2,751
Fees payable to auditors for audit:		
- current year	9,350	9,950
- previous year	-	-

During the year no Trustee received any remuneration (2020 - £Nil). No expenses were reimbursed to Trustees in the year (2020 - £Nil) in respect of travel expenses.

7. Staff costs and numbers

	2021	2020
	£	£
Salaries	690,155	616,110
Social security costs	59,249	42,560
Defined contribution pension scheme costs	55,777	28,750
Other benefits costs	2,107	20,392
Recruitment costs	11,566	5,128
	818,854	712,940

STAFF NUMBERS	2021	2020
Chief Executive	1	1
Projects	21	20
Administration & Support	2	2
	24	23

No employee was paid £60,000 or over (2020: one post £70,000 to £80,000).

The key management posts in the charity are the Chief Executive, Head of Programmes and the two department heads responsible for Projects, Policy, and Business Development. The combined salaries and benefits for these four roles totals £181,397 (2020: £198,022).

8. Tangible fixed assets - office furniture and equipment

	£
Cost	
At start of year	34,179
Additions	7,571
Disposals	(29,542)
At end of year	<u>12,208</u>
Depreciation	
At start of year	28,581
Charge for the year	4,310
Disposals	(29,280)
At end of year	<u>3,611</u>
Net book value	
At 31 December 2021	<u>8,597</u>
At 31 December 2020	<u>5,598</u>

9. Debtors

	2021 £	2020 £
Trade debtors	26,360	-
Grants receivable	51,500	66,000
Other debtors	23,041	11,262
Prepayments	16,329	5,409
	<u>117,230</u>	<u>82,671</u>

10. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	2,696	9,322
Social security and other taxes	39,934	29,276
Accruals	36,743	23,946
Deferred income grants	55,426	63,787
Deferred income subscriptions	138,072	110,911
Other Creditors	5,627	1,152
	<u>278,498</u>	<u>238,394</u>

11. Statement of funds

STATEMENT OF FUNDS	Brought Forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
RESTRICTED FUNDS					
LawWorks Clinics	15,000	264,380	(259,880)	-	19,500
Tribunal representation	-	22,782	(22,782)	-	-
Free Legal Answers	-	44,603	(44,603)	-	-
LawWorks Cymru	-	94,839	(81,099)	-	13,740
Not for Profit Service	-	32,750	(32,750)	-	-
Medical expenses	-	-	-	-	-
Voices for Families Project	4,082	35,000	(39,082)	-	-
Unpaid Wages Project	-	42,500	(42,500)	-	-
The Jeanie Project	34,837	-	(34,837)	-	-
Pro Bono Connect	-	4,000	(2,300)	-	1,700
	53,919	540,854	(559,883)	-	34,940
2020					
LawWorks Clinics	-	81,375	(66,375)	-	15,000
Tribunal representation	-	54,114	(54,114)	-	-
Free Legal Answers	-	44,902	(44,902)	-	-
LawWorks Cymru	48,519	26,810	(75,329)	-	-
Not for Profit Service	-	41,625	(41,625)	-	-
Medical expenses	388	-	(388)	-	-
Voices for Families Project	-	36,803	(32,721)	-	4,082
Unpaid Wages Project	-	42,000	(42,000)	-	-
The Jeanie Project	-	34,837	-	-	34,837
Pro Bono Connect	-	5,000	(5,000)	-	-
	48,907	367,466	(362,454)	-	53,919

Details of restricted income in 2021:

A list of the restricted grants received in the year is shown in note 3 above. All these grants related to the charitable activities of the Charity.

The Charity received funds from the Together For Short Lives Charity as restricted quarterly grant funding, with effect from April 2013, contributing towards the costs of advice services provided to Together For Short Lives' beneficiaries. Restricted quarterly grant funding from The National Lottery Community Fund (formerly the Big Lottery Fund), from January 2017 until January 2020, contributed towards the cost of the LawWorks Cymru project. There are two staff based in Wales providing a LawWorks service specific to Wales. Due to practical delays in the Cymru project a balance of £33,489 underspend has been agreed with The National Lottery Community Fund to carry forward to extend the project beyond January 2020. A new five year grant to continue this project has been agreed to start in summer 2020.

The Tudor Trust grant of £80,000 over two years from October 2018 supports the work with clinics. The Trust for London continued to fund a pilot project and then subsequently agreed a two year grant of £84,000 per year from November 2019 to support the unpaid wages clinic project. The City Bridge Trust awarded a grant of £162,700 over three years to support the Not-For-Profit programme starting in the last quarter of 2017. In 2019 Therium Access awarded LawWorks a grant of £164,048 spread over three years to support representation at tribunals by pro bono lawyers and the Access to Justice Foundation provided grant support for the new Free Legal Answers project.

The Evan Cornish Foundation, the Schroder Charity Trust, The London Legal Support Trust, the Charlotte Bonham-Carter Charitable Trust, MJ Hindley Charitable Trust and Edgar E Lawley Foundation all provided small grants to support the work with clinics. The Medical Expenses Fund receives contributions from legal firms to cover expenses incurred by volunteer lawyers in obtaining medical reports or similar necessary information.

11. Statement of funds (continued)

	Brought Forward £	Income £	Expenditure £	Transfers £	Carried Forward £
SUMMARY OF FUNDS					
General funds	619,232	569,571	(473,503)	-	715,300
Restricted funds	53,919	540,854	(559,833)	-	34,940
	<u>673,151</u>	<u>1,110,425</u>	<u>(1,033,336)</u>	<u>-</u>	<u>750,240</u>
2020					
General funds	562,499	678,490	(621,757)	-	619,232
Restricted funds	48,907	367,466	(362,454)	-	53,919
	<u>611,406</u>	<u>1,045,956</u>	<u>(984,211)</u>	<u>-</u>	<u>673,151</u>

12. Analysis of net assets between funds

	General Fund £	Restricted Funds £	Total Funds £
2021			
Tangible fixed assets	8,597	-	8,597
Net current assets	706,703	34,940	741,643
	<u>715,300</u>	<u>34,940</u>	<u>750,240</u>
2020			
Tangible fixed assets	5,598	-	5,598
Net current assets	619,634	53,919	673,553
	<u>625,232</u>	<u>53,919</u>	<u>679,151</u>

13. Related party transactions

There are no related party transactions in the year.

Aggregated donations from trustees in the year were £Nil (2020: £Nil).

LawWorks is a charity working in England and Wales to connect volunteer lawyers with people in need of legal advice, who are not eligible for legal aid and cannot afford to pay and with the not-for-profit organisations that support them.



www.lawworks.org.uk
Registered charity number 1064274

