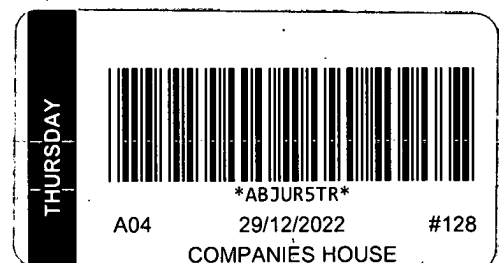


Charity number 1170317  
Company number 09698401

# **Greater Manchester Law Centre**

Charitable Company Limited by Guarantee  
Report and Financial Statements

For The Year Ended  
31 March 2022



**Greater Manchester Law Centre**  
**Charitable Company Limited by Guarantee**

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**Greater Manchester Law Centre**  
**Charitable Company Limited by Guarantee**

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**Report for the trustees for the year ended 31 March 2022**

The trustees who are also directors for the purposes of company law present their annual directors report and financial statements for the charity year ended 31 March 2022.

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 applicable in the UK and republic of Ireland (FRS102) (October 2019)

**Reference and Administrative Information**

**Charity Name:** Greater Manchester Law  
**Charity Number:** 1170317  
**Company Number:** 9698401

**Directors and Trustees**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

<b>Trustees &amp; Directors</b>	Andrew Walsh	Chair
	Aisha Khan	Vice Chair
	Ben Clay	Treasurer (from 23 November 2021)
	Norma Turner	Treasurer (to 22 November 2021)
	Sukhdeep Singh	
	Giles Elliot	
	Kevin Allsop	
	A Graf	(Appointed 23 November 2021)
	Craig Holmes	
	Ben Clay	
	Ciara Bartlam	
	Lamin Touray	
<b>Secretary</b>	Denise McDowell	Company Secretary
<b>Director</b>	Jason Tetley	
<b>Registered Office</b>	667/669 Stockport Road Manchester M12 4QE	
<b>Registered Charity Number</b>	1170317	
<b>Supervising Solicitor</b>	Kathleen Cosgrove	
<b>Independent Examiners</b>	MHA Moore and Smalley Richard House 9 Winckley Square Preston Lancashire PR1 3HP	
<b>Bankers</b>	Lloyds Bank Plc 8 Foregate Street Chester	

## **Report for the trustees for the year ended 31 March 2022**

### **Objectives and Activities**

The purposes of the charity are:

- To relieve poor persons in the ten boroughs making up the counties of Greater Manchester (the designated area) by providing such persons with legal services which they could not otherwise obtain through the lack of means
- The advancement of education among persons resident or working in the designated area
- The advancement of such other charitable purposes as are beneficial to the community for persons resident or working in the designated area

### **Public Benefit**

The trustees confirm that they have referred to the Charity Commissions guidance on public benefit when reviewing the charities aims and objectives, in planning future activities, and setting the policies for the year.

### **Structure, Governance and Management**

Greater Manchester Law Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 23 June 2015. It is registered as a charity with the charity commission with effect from 22 November 2016.

### **Appointment of trustees**

As set out in the Articles of Association, trustees of the company, may by ordinary resolution appoint a person who is willing to act as a director and determine the rotation in which any additional directors are to retire.

### **Trustee Induction and training**

Trustees undertake an induction when they join the board, discuss their prospective role and responsibilities with the Chair, the Director, and other key trustees. Any training is bespoke to this role.

### **Organisation**

The board of trustees administers the charity. The board normally meets every two months. Senior Managers are appointed by the trustees to manage the day-to-day operations of the charity.

### **Achievements and Performance**

The main achievements during the year are summarised in the report, below:

#### **Trustees Report for 2021-2022**

The last year continued to be one of the most challenging since the Greater Manchester Law Centre (GMLC) was created out of the protest in 2016. The year was again dominated by the Covid19 pandemic with the UK and Greater Manchester entering into various lockdowns and restrictions until Summer 2021, a respite in the Summer/Autumn followed by further restriction in Winter 21/22. The impact of Covid and its aftermath will be felt for years to come.

We started as a **protest** against cuts and closures of law centres in Greater Manchester – and we succeeded in gathering individual and community support, so that we were able to open an office, through the commitment, enthusiasm and determination of our volunteers.

We then became a **provider**, of legal advice and representation, with huge gains for many individual people across Greater Manchester. Since August 2016 we've raised over £4.6 million in reclaimed welfare benefits which the DWP has wrongly refused to local people in need.

**Report for the trustees for the year ended 31 March 2022 (Continued)**

We next aim to become a regional hub for specialist social welfare advice, where the Law Centre acts as a **Justice Exchange** where individuals, communities, and lawyers can come together to fight for community justice and the end of poverty and injustice across Greater Manchester and the whole of the UK. **We have a vision of a fairer society.** Our advice services assist individual need and specific issues but the problems faced by millions of people require wider solutions.

In April 2019 we launched our own Manifesto: "**Fighting Together for Free Access to Justice**" that detailed our demands for change. [Please see [www.gmlaw.org.uk](http://www.gmlaw.org.uk)]. The Manifesto continues to act as the reference point for our policy, campaigning and service development going forward and sets out our vision of the Law Centre as a campaigning advice organisation that demands both legal and societal change to overcome the issues of social injustice and poverty facing our communities. We continue to demand:

- **The restoration of a fully funded Legal Aid system;** as a pillar of the welfare state. A system that allows people to be empowered, providing them with access to free specialist advice to enforce their rights, preventing inequality and exclusion.
- **A supportive social security system;** that protects and supports society's most vulnerable members, without prejudice or stigma.
- **The right of everyone to a secure home;** through the protection of renters' rights, building of public housing that is safe and secure and the ending of homelessness.
- **The right to decent jobs and fair working conditions** through the protection of employee rights
- **An end of the hostile environment for claimants and migrants:** for the Government to stop discriminatory policies and language that marginalising vulnerable people and leads to injustices such as the Windrush Scandal.
- **Investment and training of the next generation of welfare lawyers** - to ensure that specialist advice is available now and in the future those in need
- **A nationwide network of community Law Centres** that can provide access to specialist advice to people in their community, tackling systemic injustice at both an individual and strategic level.

**Achievements and Performance**

This year's annual report shows the important service that GM Law Centre delivers for the residents of Greater Manchester. We have always sought to provide support across the whole of Greater Manchester, given the location of our office it has been inevitable that most of our cases in the initial period were from the Manchester city council area. We are very pleased to report that this last twelve months we have not only supported people in every borough across the GM region but over 50% of our clients were from outside the City of Manchester.

In terms of our advice service, we managed to offer both a remote service to ensure clients had access to legal support during restrictions as well as face-to-face appointments for those most at need. This way of working with a mixture of digital and personal appointments will undoubtedly continue, although the Law Centre's commitment to face-to-face advice remains as strong as ever.

In terms of this hybrid approach to working – we saw our case work and enquiries reach record levels, across the Board we saw enquiries both reach and then surpass pre-pandemic levels. Our casework developed as we saw additional services bed in and as we saw our team, particularly our two trainee solicitors come up to full speed. We saw overall cases increase from 756 to almost 1100 (1086) an increase of over 40%, with benefit cases in particular seeing a big increase as the benefits system kicked back into gear post-pandemic.

**Report for the trustees for the year ended 31 March 2022 (Continued)**

**Welfare Benefits**

We took on 479 benefit case last year, representing a 50% increase on the previous twelve months. The work of our welfare benefits team has this year alone secured £1.135m of incorrectly denied benefits. This figure represents a 78% increase from the £637,000 we helped secure last year. We can only deal with a limited number of cases and many people give up before they come to us. The wrongful denial of benefits increases the distress of individuals and families placing a burden on charities and local councils who face funding cuts themselves.

In the six years since we were established, GM Law Centre has reclaimed over £4.6m of wrongly denied benefits. Funds repatriated from Government in benefits are spent in the Greater Manchester economy benefitting everyone claimants and non-claimants alike.

**Employment Advice**

Our employment advice service has supported 314 cases a 77% increase on last year. In addition, we have been able to signpost enquiries to additional advice and support services. We continue to promote trade union membership as the best form of protection of employment rights but not everyone is a member of a union when they first experience sharp practice. The advice and employment service provision of GMLC remains a vital resource for Greater Manchester.

**Housing Advice**

Our housing work has always been a key element of our service offer. The number of housing cases in the last twelve months has increased by 21% to 279. Over 100 people at risk of homelessness have been housed as a direct result of GMLC casework in ensuring that local authorities discharge their statutory homeless duties.

Working closely with funders and partners we have been able to extend the housing advice available across GM. As in other areas we don't just provide advice, we have used the experience of our clients to legally challenge bad practice and bring strategic litigation cases. Using data and case work from GMLC, Salford MP Rebecca Bailey has tabled an amendment to legislation that will require social landlords to provide information through Freedom of Information.

**Campaigning & Partnerships**

As well as providing advice services to our clients we see our role as giving voice to our client needs. Our aim is to change policy by bringing client experiences into the public domain. Our approach includes partnership work with like-minded organisations and individuals and the use of strategic litigation to challenge injustice.

This year for the first time we received direct funding from Manchester City Council toward our Covid response work, which allowed us to offer advice and support to those impacted by the pandemic. We were particularly pleased to be recognised by the Baring Foundation as a regional advice hub where communities, campaigns and lawyers can come together to fight injustice and campaign for changes. Our major funders Legal Education Foundation & AB Charity Trust have re-iterated their support.

The pioneering programme with Manchester Metropolitan University and University of Manchester has continued with training and volunteering opportunities for students and collaboration with the UoM's Justice Hub on Oxford Road.

Working in partnership with Manchester Central Foodbank we have developed an advice project for schools which embeds specialist benefits advice with particular regard to child-related benefits. The case studies the work provides helps support families impacted by subsistence benefits and food poverty.

## Greater Manchester Law Centre

Charitable Company Limited by Guarantee

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### Report for the trustees for the year ended 31 March 2022 (Continued)

Funds from the Bell Foundation developed a domestic violence support project for women impacted by DV where English is their second language. This work has led to a strategic legal challenge and changes to housing policy.

Through the development of our Litigant in Person (LIP) service, we became the lead agency on a project to provide support to over 4000 people that cannot access legal aid in areas where legal aid is no longer available. The project was delivered in partnership with Citizens Advice Lancashire. The LIP service also provided a training programme for front-line staff and we held 5 events for 300 staff from over 150 organisations.

Our staff have developed and *access to justice* handbook and training materials on how to best access legal advice across GM to stop the advice merry-go-round as people desperate to access advice are passed from organisation to organisation.

### Developing our Infrastructure

Internally we have managed to **maintain a strong infrastructure both in terms of management, finances and resources.**

We have maintained a **very strong and experienced Management Committee.** Norma Turner our long-standing Board member, who was instrumental in the establishment of the Law Centre stood down as Treasurer in November and was replaced by Ben Clay as Treasurer. Arwa Graf another long-standing volunteer and a previous employee joined the Board and provides a good operational experience of advice to the Board.

We have worked with Law Centres Network and were successful in securing Comic Relief funding to **develop our automated enquiry system** that will enable us and other law centres to deal with these more efficiently and allow in-depth data capture in both the issues our communities face as well as in the gaps of existing advice provision. The new system was developed in partnership with our community referral agencies and will hopefully enable better and more seamless referrals into our services.

We have **maintained income and sustained reserve levels.** It was unlikely we could maintain the levels of grant funding that were available through Covid. Our income dipped to just under £400,000 but our expenditure increased significantly from £337,000 to almost £400,000 largely reflecting the increased payroll costs. We invested in housing advice with the employment of a very experienced housing solicitor and part-time judge and continued to commit to our campaigning and communications work with a designated worker.

Our legal aid income in the year rose but we will not see the full impact of the cases taken on until 22/23 given that we can only bill at the end of the case and the delay in receiving the funds from the Legal Aid Agency. Legal Aid income will be priority in the years to come.

We continue to **aim for financial self-sufficiency**, not reliant on state funding (legal aid as run by the Legal Aid Agency), and not reliant in the long term on any one charitable trust alone.

Within the year we continued to receive support for our continued development from our major funders; Legal Education Fund and the Charitable Trust. In addition, we received funding from the Ministry of Justice through the Access to Justice Foundation to support litigants in person and to develop our employment service; this project is delivered across the North West in partnership with Citizens Advice Lancashire and in January were thrilled to receive 3-year funding worth £150,000 from the Baring Foundation to support our community advice work.

**Individual giving and membership:** We have again increase standing orders from individuals and lawyers, trades union branches and community groups to over 90 This is still below our long-standing target of 150. We are renewing our efforts to grow regular giving and membership: in particular as we look to widen and strengthen our GM-wide service offer; although we recognise even this will not be enough on its own to provide sustainability for the quality of work that we need to do.

**Report for the trustees for the year ended 31 March 2022 (Continued)**

**The challenges ahead**

Sadly, we cannot hope to meet the increasing level of demand for our services. There are obvious challenges as we see benefits reduce to pre-Covid levels and as evictions increase, early indications are in the Private Sector Rented sector these are likely to surpass the 2019 figures as rents increase and household incomes are squeezed. The potential Cost of Living crisis will impact on the poorest and most disenfranchised and will undoubtedly see demand for advice grow.

Our aim of developing the Justice Exchange is to **increase the capacity and confidence of communities to fight for their rights** individually and collectively. We will look to develop our work with community agencies to increase their advice services and work with them to obtain better outcomes for their clients **through training and second tier support**. We are keen to work collaboratively through the Justice Exchange to develop proactive advice in areas where advice is hardest to access e.g., through working with GM Tenants Union among Private Sector Tenants.

Whilst we have a positive impact it is important that we continue to focus on campaigning for policy change too. Our service delivery is vital but without a change of policy the demand for our services will continue to rise as citizens continue to suffer hardship.

In summarising the activities of the last twelve months the report records the tremendous efforts of our staff and volunteer team. The board of trustees wish to thank our staff and volunteers for their hard work and commitment to delivering Free Access to Justice for Greater Manchester. The work that we do is not easy but without it the lives of many thousands of our fellow GM citizens would be considerably more difficult. Our collective efforts continue to have a positive impact and our campaigning work seeks to bring pressure to bear on the policy makers to choose a course which treats people with decency and compassion. With the continued support of our funders and partners we will continue to campaign for a fairer society and Free and Access to Justice.

**Financial review**

GMLC continues to thrive. Over the course of the last year, we have grown our resources, taken on staff, successfully bid for funding from a wide range of sources, helped more clients, and benefited from the generosity of many of our funders and supporters. We have developed new strategic funders including the Baring Foundation and have seen our legal aid income increase. We are very hopeful that our largest core strategic funders will re-new multi-year grants in 2022-23.

We posted a small loss in the year, which reflected the willingness to support the continuity of services as existing grants ended and new funding was received. The large surplus posted in 20/21 allowed the Board to ensure that this was the case. Our existing reserves will be required as we enter uncertain times as finances come under pressure post-pandemic and a number of our current funding streams come to an end although we are actively seeking renewal and alternative funding to continue the volume and range of advice at least at their current levels.

**Figures**

	<b>31/03/22</b>	<b>31/03/21</b>
<b>Cash at Bank</b>	£241,310	£242,624
<b>Regular Donors</b>	91	83
<b>Income</b>	£394,241	£443,008
<b>Expenditure</b>	£398,467	£327,369



**Report for the trustees for the year ended 31 March 2022 (Continued)**

**Investment powers and policy**

The trustees, having regard to the liquidity requirements of operating the charity, will seek to keep available funds in an interest-bearing deposit account.

**Reserves policy and going concern**

The balance held in unrestricted reserves at 31<sup>st</sup> March 2022 was £212,470 of which £207,586 are free reserves, after allowing for the carry forward of restrictive funds and funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately 3 months of unrestricted charitable expenditure and to ensure there is sufficient reserves to cover any accrued redundancy liability to staff. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

The Charity's main source of income is grants and donations. The trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

**Risk management**

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. During the Pandemic in addition to the everyday risk management the trustees ensured that risks resulting specifically from COVID19 and its impact to clients, staff and the service were kept under constant review.

**Plans for Future Periods**

As noted in the Trustees Report, we intend to continue developing our services offered at our Stockport Road Offices, and to develop a wider reach across Greater Manchester through the development of partnerships and referral agreements with other agencies across the region. We are actively working with organisation to support communities to better understand their rights and how to enforce them, whilst making the case for legislative change where these are currently lacking. We will continue to fight together for free access to justice across the whole of Greater Manchester.

**Related parties and co-operation with other organisations**

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

**Report for the trustees for the year ended 31 March 2022 (Continued)**

Company law requires the charity 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 the financial statements, the trustees are required to:

**Report for the trustees for the year ended 31 March 2022 (Continued)**

- Select suitable accounting principles and then apply them consistently
- Observe the methods and principles in the applicable Charities SORP (FRS 102);
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on an ongoing concern basis unless it is appropriate to presume that the charity will not continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention of detection of fraud and other irregularities.

By order of the board of trustees

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



A Walsh

Chair

Date: 22/12/2022

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GREATER MANCHESTER LAW CENTRE**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022, set out on pages 10 to 23

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

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

*Nicola Mason*

**Nicola Mason FCA DChA**  
MHA Moore and Smalley  
Richard House  
Winckley Square  
Preston  
PR1 3HP

Date: 28/12/2022

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
<b>Income From</b>					
Donations and Legacies	3	13,417	-	13,417	42,498
Charitable Activities	4	79,041	301,764	380,805	400,489
Investment Income		19	-	19	21
<b>Total Income</b>		<b>92,477</b>	<b>301,764</b>	<b>394,241</b>	<b>443,008</b>
<b>Expenditure On</b>					
Charitable Activities	5	73,266	325,201	398,467	327,369
<b>Total</b>		<b>73,266</b>	<b>325,201</b>	<b>398,467</b>	<b>327,369</b>
<b>Net Income/(Expenditure)</b>		<b>19,211</b>	<b>(23,437)</b>	<b>(4,226)</b>	<b>115,639</b>
Transfers Between Funds	13	-	-	-	-
<b>Net Movement in Funds</b>		<b>19,211</b>	<b>(23,437)</b>	<b>(4,226)</b>	<b>115,639</b>
<b>Reconciliation of Funds</b>					
Total Funds Brought Forward	13	193,259	23,437	216,696	101,057
<b>Total Funds Carried Forward</b>		<b>212,470</b>	<b>-</b>	<b>212,470</b>	<b>216,696</b>

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

The notes on pages 13 to 23 form part of these accounts.

**Greater Manchester Law Centre**  
Charitable Company Limited by Guarantee

**Balance sheet as at 31 March 2022**

	Notes	2022	2021
		£	£
<b>Fixed Assets</b>			
Tangible Fixed Assets	9	4,884	7,176
<b>Current Assets</b>			
Debtors and Prepayments	10	85,586	40,943
Cash at Bank and in Hand		241,310	242,624
		<u>326,896</u>	<u>283,567</u>
<b>Creditors</b>			
Amounts falling due within one year	11	<u>(119,310)</u>	<u>(74,047)</u>
<b>Net Current Assets</b>		<b>207,586</b>	<b>209,520</b>
<b>Total Net Assets</b>		<u><b>212,470</b></u>	<u><b>216,696</b></u>
<b>Accumulated Reserves</b>			
Unrestricted Funds	13	212,470	193,259
Restricted Funds	13	-	23,437
		<u><b>212,470</b></u>	<u><b>216,696</b></u>

For the financial year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

Approved on behalf of the board of trustees/directors



Director  
Andrew Walsh



Director  
Ben Clay

Date 22/12/2022

The notes on pages 13 to 23 form part of these accounts

Company number: 09698401

**Statement of Cash flows for the year ending 31 March 2022**

Reconciliations for net movement in funds to net cash flow from operating activities

	2022	2021
	£	£
Net Movement in Funds	(4,226)	115,639
Add Back Depreciation	3,626	4,268
Decrease/(Increase) in Debtors	(44,643)	(32,590)
Increase/(Decrease) in Creditors	45,266	5,159
<b>Net Cash Used in Operating Activities</b>	<b>23</b>	<b>92,476</b>
Cash Flows from Investment Activities:		
Purchase of Fixed Assets	(1,337)	(4,159)
<b>Net Cash Provided by Investing Activities</b>	<b>(1,337)</b>	<b>(4,159)</b>
Increase/(Decrease) in Cash and Cash Equivalents during the Year	<b>(1,314)</b>	<b>88,317</b>
Cash and Cash Equivalents Brought Forward	242,624	154,307
<b>Cash and Cash Equivalent Carried Forward</b>	<b>241,310</b>	<b>242,624</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

### 1 Accounting Policies

#### a Basis of preparation and assessment of going concern

The accountants (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice. Accounting and reporting by charities preparing their accounts in accordance with the financial Reporting standard applicable in the UK and Republic of Ireland. (FRS102) issued October 2019 and the Financial Reporting standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS102. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The Trustees have considered the impact of the Government response to Covid 19 and consider that any impact on the charity can be managed appropriately.

#### b Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor. When the requirements of the restricted funds are met (e.g., assets are purchased) the transaction is shown as a movement in funds from restricted to unrestricted funds. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

#### c Income recognition

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably. Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity, and it is probable that those conditions will be filled in the reporting period. Grants received for future periods are deferred. Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid are payable by the bank.

#### d Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance cost are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

#### e Taxation & Irrecoverable VAT

All grant income and donations are outside the scope of VAT. Contract fees and certain other income are exempt supplies and therefore the company is not liable to be registered for VAT. Irrecoverable VAT or expenditure is attributed to the category of expenditure on which it is incurred. No provision has been made for taxation as exemption has been granted by HMRC from taxation. Under Section 466 to 493 of the Corporation Taxes Act 2010 or Section 26 of the Taxation of Capital Gains Act to the extent that surpluses and gains are applied for charitable purposes.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**f Allocation of support and governance costs**

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal and professional fees together with an apportionment of overhead and support costs. Governance costs and support costs relating to charitable activities have been apportioned based on staff time and the usage of facilities and services for management purposes.

The allocation of support and governance costs is analysed in note 7.

**g Charitable Activities**

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

**h Tangible fixed assets and depreciation**

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis.

Computer Equipment	33% on Cost
Office Furniture & Equipment	20% on Cost
Fixtures & Fittings	20% on Cost

The total of any capital grants is recognised in the Statement of Financial Activities in the year they are received as required by the SORP and not deferred over the life of the related assets.

**i Realised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying values of their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the end of the year and their varying value. Realised and unrealised investment gains and Losses are combined in the Statement of Financial Activities.

**j Pension**

The pension scheme is an auto enrolment compliant scheme. The charity has no liabilities beyond making the contributions and paying across the deductions for the employee's contributions

**k Operating Leases**

Payments under operating losses are charged to the income and expenditure account in the period to which they relate.

**l Contingent liabilities**

There were no contingent liabilities on 31st March 2022 (2021 none)

**m Donation Services**

The charity has on average 10 volunteers at any one time assisting with providing advice. No financial value has been reflected in the accounts for these donated services.



**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**n Debtors**

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

**o 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 the 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 the settlement amount after allowing for any trade discounts due.

**2 Net Incoming Resources for The Year**

	2022	2021
This is stated after charging:		£
Depreciation	3,626	4,268
Independent Examiners Fees	1,300	1,200
Other Financial Services	1,340	1,440
	<u>1,340</u>	<u>1,440</u>

**3 Donations and Legacies**

	Unrestricted	Restricted	Total 2022	2021
	£	£	£	£
Donations	11,417	-	11,417	42,498
Gift Aid	2,000	-	2,000	-
	<u>13,417</u>	<u>-</u>	<u>13,417</u>	<u>42,498</u>

Income from donations and legacies in the year ended 31 March 2022 all related to unrestricted funds.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**4 Income from Charitable Activities**

	Unrestricted	Restricted	Total 2022
	£	£	£
AB Charitable Trust	45,000	-	45,000
Access to Justice Foundation	-	108,571	108,571
S-H-E-D	-	8,333	8,333
Legal Education Foundation- Justice First Fellow	-	29,913	29,913
Legal Education Foundation- Law Centre Manager/Fund-raiser	-	46,000	46,000
Law Centres Network	-	47,551	47,551
The Bell Foundation Grant	-	27,087	27,087
Manchester City Council	-	15,000	15,000
Baring Foundation Grant	-	8,333	8,333
MMU - LASP Project	-	10,000	10,000
Bristol Law Centre – LASP	-	976	976
Service/Fee Income	1,100	-	1,100
Legal Help Claims	12,798	-	12,798
Union Affiliations	1,320	-	1,320
Certificated Work	15,093	-	15,093
Miscellaneous Income	3,445	-	3,445
Membership Fees	285	-	285
	<u>79,041</u>	<u>301,764</u>	<u>380,805</u>

**Prior Year**

	Unrestricted	Restricted	Total 2021
			£
AB Charitable Trust	45,000	-	45,000
Access to Justice Foundation	-	50,121	50,121
SHED	-	35,000	35,000
Legal Education Foundation- Justice First Fellow	-	39,883	39,883
Legal Education Foundation- Tackling Homelessness	-	5,833	5,833
Legal Education Foundation- Law Centre Manager/Fund-raiser	-	46,000	46,000
Law Centres Network	-	140,000	140,000
Manchester Metropolitan University	-	5,000	5,000
University of Manchester	-	3,000	3,000
The Three Guineas Trust	-	4,882	4,882
We Love Mcr	-	18,500	18,500
Legal Help Claims	4,906	-	4,906
Other	-	1,304	1,304
Membership	288	-	285
Affiliations	775	-	775
	<u>50,966</u>	<u>349,523</u>	<u>400,489</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**5 Expenditure on Charitable activities**

		Advice Services	Total 2022	Total 2021
		£	£	£
Wages and Salaries	Staff Time	312,104	312,104	237,174
Rent and Rates	Floor Area	5,000	5,000	5,000
Project Partner Costs	By Project	30,000	30,000	31,503
Telephone	By Project	2,011	2,011	1,479
Travelling & Subsistence Expenses	By Project	131	131	-
Volunteer Training	By Project	250	250	500
Staff Training	By Project	190	190	222
Publications and Subscriptions	By Project	9,094	9,094	9,724
Accreditation	By Project	945	945	2,079
Professional Indemnity Insurance	By Project	1,969	1,969	2,600
Website Costs	By Project	43	43	46
Support Costs	By Project	33,454	33,454	34,402
Governance Costs	By Project	3,276	3,276	2,640
		<u>398,467</u>	<u>398,467</u>	<u>327,369</u>
			<b>2022</b>	<b>2021</b>
			£	£
	Restricted Funds		325,201	327,369
	Unrestricted Funds		73,266	-
			<u>398,467</u>	<u>327,369</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**6 Allocation of Governance and Support Costs**

		Support Costs	Governance Costs	2022 Total	2021 Total
		£	£	£	£
Rent & Rates	Floor Area	15,000	-	15,000	15,000
Heat, Light and Water	Floor Area	2,400	-	2,400	6,000
Broadband	Direct	-	-	-	662
Cleaning	Floor Area	-	-	-	134
Computer Maintenance and Software	Direct	3,239	-	3,239	4,259
Printing, post and stationery	Direct	1,237	-	1,237	1,464
Payroll Costs	Direct	1,502	-	1,502	1,221
Insurance	Direct	384	-	384	390
Miscellaneous	Direct	6,008	-	6,008	1,003
Depreciation	Direct	3,626	-	3,626	4,269
Bank and Payment Admin Charges	Direct	58	-	58	-
Accountancy	Governance	-	2,640	2,640	2,640
Legal Fees	Governance	-	636	636	-
<b>Total</b>		<b>33,454</b>	<b>3,276</b>	<b>36,730</b>	<b>37,042</b>

**7 Staff Costs**

	Total 2022	Total 2021
	£	£
Wages and Salaries	291,028	213,359
Social Security Costs	14,834	19,297
Pension costs	6,242	4,518
	<b>312,104</b>	<b>237,174</b>

No employee earned £60,000 per annum or more.

No trustees received any remuneration for their services or pension contribution during the year.

The charity considers key staff comprises both the direct and the supervising solicitor.

The remuneration, including pension contributions of key staff in the year was £62,388 (2021 £76,115).

The charity employed an average of 13 (2021: 10) people during the year.

**8 Trustees Remuneration and Expenses**

No remuneration has been paid or is due to be paid to any of the trustees in respect of the period.

Except as disclosed, no reimbursement of expenses has been made or are due to be made to any of the directors in respect of the period. Travel costs for two trustees totalled £Nil (2021: £nil).

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**9 Fixed Assets**

	<b>Fixtures &amp; Fixings</b>	<b>Computer Equipment</b>	<b>Furniture &amp; Office Equipment</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2021	4,357	11,888	3,161	19,406
Additions	-	1,337	-	1,337
Disposals	-	-	-	-
At 31 March 2022	<u>4,357</u>	<u>13,225</u>	<u>3,161</u>	<u>20,743</u>
<b>Deprecation</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2021	1,652	7,417	3,161	12,230
Provided in the year	903	2,724	-	3,627
Disposals	-	-	-	-
At 31 March 2022	<u>2,555</u>	<u>10,141</u>	<u>3,161</u>	<u>15,857</u>
<b>Net Book Value</b>				
At 31 March 2022	<u>1,802</u>	<u>3,084</u>	<u>-</u>	<u>4,886</u>
At 31 March 2021	<u>2,705</u>	<u>4,471</u>	<u>-</u>	<u>7,176</u>

**10 Debtors and Prepayments**

	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>
Other Debtors	41,081	28,719
Accrued Income	27,372	1,680
Prepayments	17,131	10,544
	<u>85,584</u>	<u>40,943</u>

**11 Creditors: Amounts falling**

	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>
Trade Creditors	4,391	24,529
Other Creditors	16,625	1,620
Accruals	16,296	16,172
Deferred Income	81,998	31,724
	<u>119,310</u>	<u>74,045</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**12 Deferred Income**

	Total 2022	Total 2021
	£	£
Deferred Income Comprises grants in advance		
Balance as at 1 April	31,724	50,388
Amount released to income from charitable activities	(31,724)	(50,388)
Amount deferred in year	81,998	31,724
Balance at 31 March	<u>81,998</u>	<u>31,724</u>

**13 Analysis of Charitable Funds**

	Balance at 01-Apr-21	Incoming	Transfers	Outgoing	Balance at 31-Mar-22
	£	£	£	£	£
<b>Restricted:</b>					
Access to Justice Foundation	-	108,571	-	(108,571)	-
SHED	22,626	8,333	-	(30,959)	-
Legal Education Foundation- JFF	-	29,913	-	(29,913)	-
Legal Education Foundation- Law Centre Manager	-	46,000	-	(46,000)	-
Law Centres Network	-	47,551	-	(47,551)	-
We Love Manchester	811	-	-	(811)	-
The Bell Foundation Grant	-	27,087	-	(27,087)	-
Baring Foundation Grant	-	8,333	-	(8,333)	-
Manchester City Council	-	15,000	-	(15,000)	-
Bristol Law Centre - LASP	-	976	-	(976)	-
MMU – LASP Project	-	10,000	-	(10,000)	-
	<u>23,437</u>	<u>301,764</u>	<u>-</u>	<u>(325,201)</u>	<u>-</u>
<b>Unrestricted:</b>					
General Funds	193,259	92,477	-	(73,266)	212,470
	<u>193,259</u>	<u>92,477</u>	<u>-</u>	<u>(73,266)</u>	<u>212,470</u>
	<u>216,696</u>	<u>394,241</u>	<u>-</u>	<u>(398,467)</u>	<u>212,470</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

**14 Analysis of Charitable Funds (continued)**

	Balance at 01-Apr-20	Incoming	Transfers	Outgoing	Balance at 31-Mar-21
	£	£	£	£	£
<b>Restricted:</b>					
Big Lottery- Celebrate	67	-	-	(67)	-
Access to Justice	-	50,121	-	(50,121)	-
Foundation					
SHED	-	35,000	-	(12,374)	22,626
The Three Guineas	-	4,882	-	(4,882)	-
Trust					
Legal Education	-	39,883	-	(39,883)	-
Foundation- JFF					
Legal Education	-	5,833	-	(5,833)	-
Foundation- TH					
Legal Education	-	46,000	-	(46,000)	-
Foundation- Law					
Centre Manager Law	-	140,000	-	(140,000)	-
Centres Network					
We Love Manchester	1,216	18,500	-	(18,905)	811
Manchester	-	5,000	-	(5,000)	-
Metropolitan University-					
LASP					
University of	-	3,000	-	(3,000)	-
Manchester- LASP					
Other small grants		1,304	-	(1,304)	-
	<u>1,283</u>	<u>349,523</u>	<u>-</u>	<u>(327,369)</u>	<u>23,437</u>
<b>Unrestricted:</b>					
General Funds	99,774	93,485	-	-	193,259
	<u>101,057</u>	<u>443,008</u>	<u>-</u>	<u>(327,369)</u>	<u>216,696</u>

**Purpose of Restricted Funds:**

AB Charitable Trust	Towards supervising solicitor post
Legal Education Foundation	Towards establishing a law centre and engaging a supervising solicitor.
Legal Education Foundation- JFF	Toward the justice first follow programme
Legal Education Foundation- TH	Towards the legal solutions to tackling homelessness and destitution in Greater Manchester programme
Legal Education Foundation	Towards funding of law centre manager/fundraiser
We Love Manchester	Towards the cost of laptops, balance represents future depreciation
MMU- LASP	Towards the cost of a casework supervisor for students
University of Manchester- LASP	Towards the cost of a casework supervisor for students
<b>Designated Funds:</b>	
Seedband Trust	Earmarked for the costs of carrying out litigation, publicity and campaigning and a further year of our development manager post

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**15 Analysis of Net Assets Between Funds**

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Tangible Fixed Assets	4,884	-	4,884
Net Current Assets	207,586	-	207,586
Net Assets at 31 March 2022	<u>212,470</u>	<u>-</u>	<u>212,470</u>
<b>Prior Year</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>
	£	£	£
Tangible Fixed Assets	6,365	811	7,176
Net Current Assets	186,894	22,626	209,520
Net Assets at 31 March 2021	<u>193,259</u>	<u>23,437</u>	<u>216,696</u>

**16 Constitution**

The company is limited by guarantee and does not have a share capital. In the event of a winding up all members (the trustees under the governing documents) have agreed to contribute an amount not exceeding £1.

**17 Capital Commitments**

	£	£
Constructed but not provided for	<u>nil</u>	<u>nil</u>

**18 Operating Lease Commitments**

	<b>2022 Total</b>	<b>2021 Total</b>
	£	£
The total future lease payments indicated on the lease for land and buildings are:		
Within One Year	20,500	20,000
Between 2-5 Years	54,000	10,000
	<u>74,500</u>	<u>30,000</u>

The lease on the property commenced in October 2019. It has been renewed and will expire in September 2025.

**19 Related Party Transactions**

Denise McDowell is chief executive of Greater Manchester Immigration Aid Unit (GMIAU) and also a trustee of GMLC. The organisations share premises and some support costs.



**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

**20 Ultimate Controlling Party**

The company is under control of the board of management.

**21 Financial Instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at and amortised cost using the effective interest method.