

**SOUTH WESTMINSTER
LEGAL ADVICE CENTRE**

SOUTH WESTMINSTER LEGAL ADVICE CENTRE CIO

Registered Charity No: 1180716

<https://www.swlac.org>

Report and Accounts for the year to 31st December 2022

SOUTH WESTMINSTER LEGAL ADVICE CENTRE CIO

REPORT OF THE TRUSTEES

The Trustees have pleasure in presenting their report and the accounts of South Westminster Legal Advice Centre CIO ("the CIO") for the year to 31st December 2022.

Status of the CIO

CIO stands for "Charitable Incorporated Organisation", a form of charitable body governed by the Charitable Incorporated Organisations (General) Regulations 2012 (SI No 3012 of 2012). South Westminster Legal Advice Centre CIO is a charity, registered with the Charity Commission under Registered Charity Number 1180716.

Principal activities

The purposes are set out in the Constitution of the CIO, but may be summarised as the provision of free legal advice to people on low incomes. We summarise our objective as:

"to provide free legal advice to people on low incomes independently, fearlessly, efficiently and with integrity, but always in a friendly and courteous manner".

Results for the period

During the period, the trust's total income was £37,444 (2021: £25,453) and its expenditure was £34,442 (2021: £12,737). The increased expenditure is largely due to a provision being made for the design, installation and commissioning of a case management system, which is expected to become firm in the near future. The resulting surplus of £3,002 (2021: £12,716) has been carried to the General Reserve.

Notable Events during the year

Major events during the period have impacted on the operations of the CIO:

SWLAC's move to the Abbey Centre, 34 Great Smith Street, Westminster, London SW1P 3BU has proved to be an outstanding success: it seems to be popular with the clients and Volunteers, and has enabled the CIO to reduce further its (already very low) running costs.

We were extremely sorry to receive notice from our Trustee and Chief Executive Elaine Vignoli that she had accepted a judicial post, and that she (entirely reasonably) would therefore be stepping down as a Trustee shortly after the period end. We will miss her energy, her enthusiasm, and her ability, and we thank her for all she has done for SWLAC.

We have been extremely lucky that Trustee David Warner has stepped in as Interim Chief Executive for a few months, and we express our thanks to Trustee Sarah Clover, who has agreed to take on this onerous role from March 2023 whilst continuing in full time practice at her major City of London law firm.

Volunteers

The charity could not have functioned without our dedicated volunteers, all of whom generously give of their own time and energy to advise those less fortunate than themselves. Our clients, and we, are hugely grateful to them.

Trustees

The names of the persons who were Trustees during the period were Richard Walford; Robert Walters; Elaine Vignoli; David Warner; Chris White; James macLachlan; Nikhil D'Souza and Sarah Clover.

Patrons and Supporters

The CIO is extremely grateful to its patrons, Lord Neuberger of Abbotsbury (former President of the Supreme Court) and Lord Briggs of Westbourne (Justice of the Supreme Court).

We are also extremely grateful to all the loyal friends and supporters (both individual and corporate) of South Westminster Legal Advice Centre CIO. It is so encouraging to know that we have so much strong support for what we are aiming to do.

Trustees Responsibilities

The Trustees are required to prepare in respect of each financial year of the charity, financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable 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 charity will continue in operation,
- comply with the charity's governing document,
- comply with the Financial Standard for Smaller Entities (FRSSE),
- comply with the Charities Act 2011.

The trustees are responsible for keeping records that disclose, with reasonable accuracy, at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the CIO's Constitution.

Risk management

The Trustees have a duty to identify and review risks to which the CIO is exposed and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Public benefit

The CIO had due regard to the guidance published by the Charity Commission on public benefit, and believes that its work is for the public benefit.

On behalf of the Trustees:

Richard Walford
Chair.

Date: 10th February 2023

Independent examiner's report to the Trustees of the South Westminster Legal Advice Centre CIO

I report on the accounts of the South Westminster Legal Advice Centre for the year ended 31st December, 2022 which are set out on the following pages.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts and you consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. It is my responsibility to: examine the accounts under section 145 of the Charities Act; to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention: (1) which gives me reasonable cause to believe that in any material respect the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Philip G. Turner
54 York Mansions,
Prince of Wales Drive,
London SW11 4BP



10th February, 2023

South Westminster Legal Advice Centre CIO

Income & expenditure account for the year ended 31st December, 2022

2021

£	Income	£
	Donations received:	
5,000	Clyde and Co	-
2,560	Comcast/NBCUniversal	-
625	PCC St Stephens & St.John's	-
2,500	Goodwin Procter	-
755	London Legal Support Trust	6,016
-	Osborne Clarke	2,500
-	Westminster City Council - Ward Budget Grant	7,000
14,013	Others	21,928
<hr/> 25,453	Total income for the period	<hr/> 37,444
	Expenditure	
1,823	Rent / Room hire	4,387
256	Insurance - Contents	185
2,013	- Prof Indemnity	2,164
169	Subscriptions & licences	167
71	Sundries	-
405	Website development/maintenance	2,037
8,000	Reinstatement of in-person clinics	524
-	Release of provision for contingent liability	(5,022)
-	Provision for the design, installation and commissioning of a case management system	30,000
<hr/> 12,737	Total expenditure for period	<hr/> 34,442
<hr/> 12,716	(Deficit)/Surplus income over expenditure for the period	<hr/> 3,002
<hr/> 12,716		<hr/> 3,002

South Westminster Legal Advice Centre CIO

Balance Sheet as at 31st December, 2022

31.12.21		£	£
£			
	Current Assets		
503	Debtors and prepayments	734	
53,045	Balance at Bank	73,624	
53,548		74,358	
	Current Liabilities		
13,427	Creditors and provisions	31,235	
40,121	Net Current Assets		43,123
40,121			43,123
	Represented by:		
	General Reserves		
25,000	- Emergency Reserve Fund		25,000
	- General Reserve Fund		
2,405	Surplus (deficit in) reserves brought forward	15,121	
12,716	Surplus/(Deficit) for the year to 31.12.2022	3,002	
15,121	General Reserve Fund carried forward		18,123
40,121			43,123

The Income and expenditure account and Balance sheet of the South Westminster Legal Advice Centre CIO have been prepared in accordance with its records and reflect the position at 31st December, 2022

Robert Walters
Hon. Treasurer