

THE  
ACCESS  
TO JUSTICE  
FOUNDATION

The background of the entire page is a repeating pattern of scales of justice. The left side of the page has a dark blue background with a lighter blue pattern of scales. The right side of the page is white with a pattern of scales in dark blue, light blue, and orange. A diagonal line separates the two background sections.

# Annual Report and Financial Statements

for the year ended 31 December 2022

Company limited by guarantee no. 6714178  
Registered charity in England and Wales no. 1126147  
Registered charity in Scotland no. SC048584

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# A Message from our Chairman



One of the great privileges of my role as Chair of the Access to Justice Foundation's Board is the opportunity, from time to time, to see those at the front line in action, providing legal advice and support to the most vulnerable in our society. Watching and hearing about the care, effort, and patience of those who provide support – and the difficult issues they face in trying to provide that help and support day after day – leaves me in awe of those who devote their professional lives to this work. The scale of the issues faced and the ever increasing number of clients who need help is truly daunting, yet the enthusiasm and positivity of those doing this work is extraordinary and uplifting. Beyond the obvious difference this work makes to the individuals who benefit from such help and support, it makes unarguable economic sense; there is a growing body of evidence including our own research that early intervention and support for those who run into problems – whether debt,

housing, employment, or family – saves so much time and money later on. You might think it is no more than common sense that helping someone at a very early stage with a problem means avoiding that problem becoming more intractable and costly to solve later. But there is now a strong evidence base which shows that early interventions reduce the number of cases in the Courts and Tribunals, and therefore the more complex advice needed, not to mention the emotional toll of becoming involved in complex legal issues.

Our work this year has again been focussed on supporting those organisations which provide so much front line help to those who most need it. Through 266 grants made with a total value of £6.7 million, we have been able to make a real difference to those organisations, with meaningful grants that allow services to survive and thrive. Once again, the demand for funds far outstrips available money not just from us but across the sector; and we continue our focus on working in partnership with other sector funders to try and avoid duplication, streamline application processes, and make the money we all have available go as far as possible. Our recently published research, in conjunction with our Community Justice Fund partners, suggests the annual funding gap faced by the sector has doubled in the last year from £15m to around £30m; that is the amount we calculate would be needed to ensure the provision of an appropriate baseline of legal support and help in major centres around the country for current levels of demand (which have inevi-

tably increased significantly in the last year because of the cost of living crisis). In the context of overall Government budgets and acknowledging the many demands that face Government, £30m is a small sum to provide such an essential service, and it will save Government many times more through using the funds for early intervention and support.

This is my last forward as Chair of the Access to Justice Foundation's Trustee Board; in September I will chair my last Trustee meeting after three years in the Chair and nearly 12 years as a Trustee. When I joined the Board, we were a very small charity barely four years old, with one employee, Ruth Daniel, and an income – mostly from the newly introduced pro-bono costs regime – of perhaps £200,000 or so a year. The Access to Justice Foundation has changed immeasurably in my time as Trustee, not least because of the fundamental changes that Covid brought to the sector. Now we distribute millions of pounds each year, and through our collaborative working with other funders, we have developed a level of knowledge and data about the sector, its needs, and the benefit of early advice, which was barely a dream all those years ago. I am immensely proud of what we have achieved and the real difference that we make to so many. That is a tribute to the terrific professional team that we are lucky to have, led until the end of March this year by Ruth Daniel and Clare Carter as our joint Chief Executives. In March, Ruth left her role and we owe her a great debt in leading the organisation from those early beginnings to what we are today. We are excited that Clare takes over as sole CEO at an immensely important time for the Access to Justice Foundation, as we seek to continue by all means at

our disposal to help close that funding gap. As well as the staff, I particularly want to thank my fellow Trustees. We have a very strong Board drawn from within and outside the sector, and chairing our meetings has been a great privilege as well as immensely enjoyable, and I am certainly kept on my toes! I am delighted that the Board has chosen Dame Maura McGowan to be my successor, as the third Chair of the Access to Justice Foundation's Board since its creation. I have worked closely with Maura since she joined the Board a few years ago and know that she will prove an engaging and wise chair and will preside over great further success for the Access to Justice Foundation. My final thank you goes to all of you, our supporters and funders. Without your commitment, we would not exist. My heartfelt thanks to you for everything that you do to support access to justice.

A handwritten signature in black ink, appearing to read 'Laurence Harris', with a horizontal line underneath the signature.

Laurence Harris  
Chair of the Board

# Our vision, mission, & objectives

**Our vision** is a society where everyone has access to justice.

**Our mission** is to improve people's lives by increasing the availability of quality legal advice and support.

We provide funding and support to organisations to help:

- Keep family breadwinners in employment through challenging unlawful discrimination;
- Prevent young families from being made homeless;
- Support disabled people to avoid poverty by achieving a basic level of income;
- Help victims of sexual violence and torture to rebuild their lives.

We fund law centres, local citizens advice, independent advice agencies, pro bono projects and national charities, all of which help to facilitate access to justice.

**Our objectives are:**

1. To increase available resources for the provision of free legal advice and support across the UK.
2. To develop and implement grant making programmes which align with our values, improve reach and maximise impact.
3. To improve understanding and awareness of the role of law as a tool for social justice.

# The difference we make

## Grants

Our grants provide vital funding to advice charities that are over stretched and facing unprecedented challenges so that they can continue supporting people facing multiple issues including homelessness, debt, poverty and discrimination.

In 2022 we awarded 266 grants totalling £6.7 million to organisations offering free legal advice across the UK.

The following grants programmes were launched in 2022:

### *Pro Bono Grants*

Grants were awarded to charities aimed at sustaining and/or increasing pro bono provision at a regional and local level in areas of social welfare law.

### *Help Accessing Legal Support Grants*

With funding received from the Ministry of Justice, grants were awarded to charities aiming to:

- 1) Improve and sustain access to early legal advice and support to avoid unnecessary court proceedings, and to prepare litigants in person for proceedings where these are necessary.
- 2) Sustain partnerships and networks to improve access to the most appropriate advice at the right time so the majority of clients' cases are resolved.
- 3) Deliver services based on user needs, improving the efficiency of digital and remote delivery, and safeguarding in-person services for the most vulnerable.

- 4) Contribute to building a stronger evidence base in order to inform service delivery and increase understanding of the value of early legal advice.

### *Community Justice Fund Wave Three*

As part of our ongoing partnership with the Community Justice Fund, we launched wave three in 2022. Small grants were awarded to legal advice charities to help support them with the ongoing challenges brought about by the cost-of-living crisis.

Taking a flexible funding approach, organisations were not required to complete a lengthy application form and funding was quickly distributed to organisations across the UK, which they could use where they most needed it.

## Funds received

In 2022 the Foundation was awarded £368,945 of pro bono costs (see note 3 to the accounts regarding amounts not received). In addition, the Foundation received £158,100 of donations from solicitors firms' dormant client account funds.

£459,046 of donations were received from individuals and firms, including £250,000 from The Stewarts Foundation and £96,617 designated for distribution in Scotland, Wales and particular regions of England.

During 2022 we were successful in extending pro bono costs into the tribunal jurisdiction, providing the potential for increased funds for access to justice as well as equalising the costs risk in cases where one party is represented pro bono. We continue to work closely with the legal professional bodies and other partners to publicise the availability of pro bono costs.

We continue to work in partnership with the Legal Support team at the Ministry of Justice, and in 2022 we focused on making the case for multi-year funding, having demonstrated that up to 28% of short term funding can be wasted in set up and wind down costs. This work has contributed to a new Ministry of Justice backed programme – Improving Outcomes Through Legal Support which launches in 2023.

### **Making the case for advice**

Our third strategic objective focuses on championing the use of the law as a tool for social justice, in particular making the case to funders and decision makers as to how and why investment in advice can help them achieve their aims.

Much of our work in this area focuses on sharing best practice and celebrating what is being achieved at the frontline, through our network. The Network for Justice grew its membership by 40% to over 970 members in 2022 and we invested in the redevelopment of our website resulting in free access to thousands of events, training opportunities, research reports, best practice resources, funding opportunities, and community vacancies.

We continue to facilitate the Justice and Innovation Group, National Advice Funders Network and the Legal and Advice Sector Roundtable to convene communities of interest and practice around key topics and developments relating to the delivery of advice services.



# Our Impact: We work with charities which provide a wide range of legal advice across the UK

In 2022 we awarded 266 grants totalling £6.7m to organisations offering free legal advice across the UK in a wide range of areas of the law, including:

## Protecting children and keeping them safe

### *Children's Law Centre Northern Ireland*

Children's Law Centre Northern Ireland works to protect the rights of all children living in Northern Ireland particularly those with disabilities, special education needs, mental health and homeless young people. This is done through providing free legal advice service and legal representation, policy work, invoking youth participation and advocacy through providing training. They also run a child law hub which contains legal information and advice for young people as well as a free phone advice line that dealt with 2,588 children's rights issues last year.

## Securing housing for those at risk of homelessness

### *Shelter Scotland*

Through advice, support and legal services, Shelter Scotland strive every day to give people struggling with bad housing or homelessness a safe, secure and affordable home. Through collective campaigns and petitions, Shelter Scotland was able to put pressure on the First Minister to tackle the housing emergency by enforcing a rent freeze and eviction ban over winter. More than 12,300 people all collectively campaigned for city leaders across

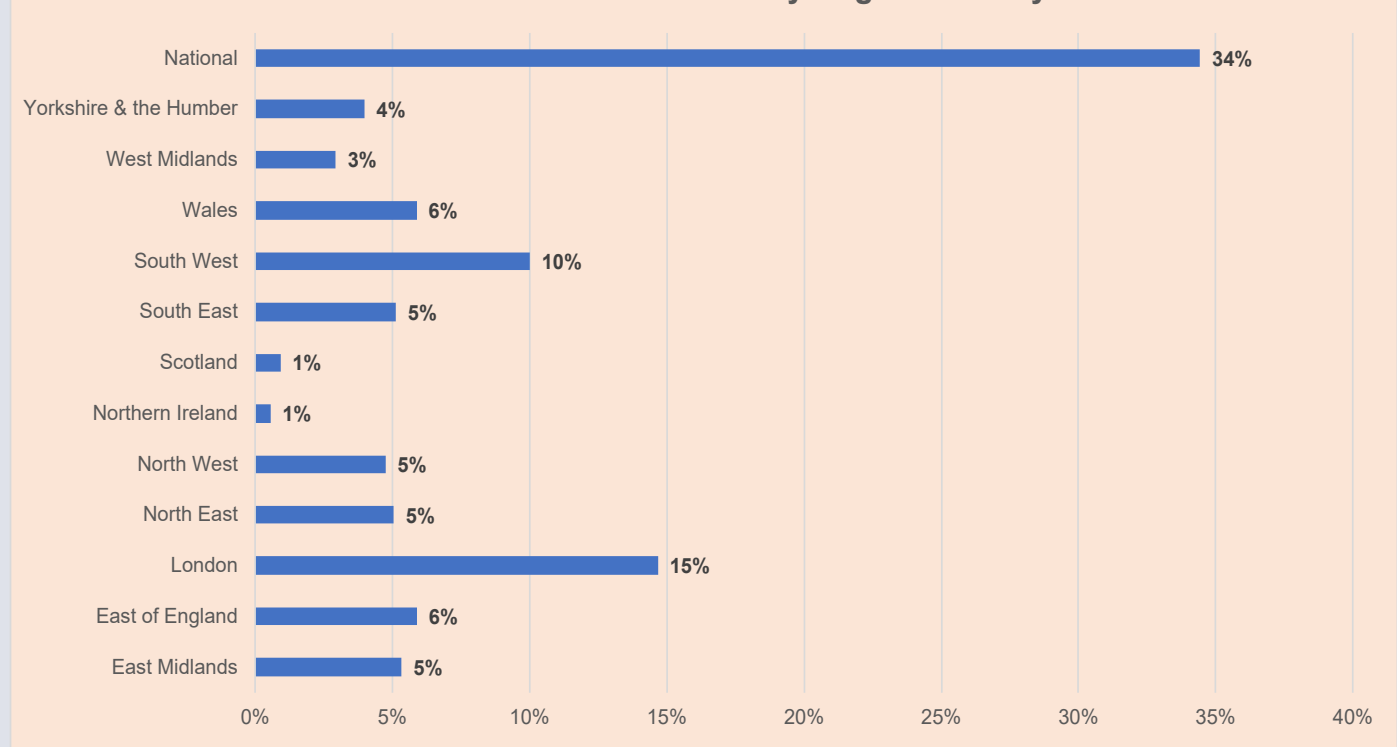
Scotland to build better social housing which they have now promised to do. This is only a small portion of the work which they are doing to ensure that the value of a home as a fundamental human need, without which it is impossible for people and communities to thrive, is realised.

## Collaborating to address inequalities which impact health

### *Maternity Action*

Maternity Action is the UK's maternity rights charity dedicated to promoting, protecting and enhancing the rights of all pregnant women, new mothers and their families in employment, social security and health care. This is done through a Maternity Rights Advice Line that is currently oversubscribed with almost 37 calls being unanswered for each call answered during service open hours, as well as a Maternity Care Access Advice Service for women affected by NHS charging which has been effective in reaching women who are socially and economically vulnerable with 79% of callers in 2019 reporting income of less than £10,000 and hence unable to afford NHS maternity care.

**Distribution of 2022 Grants by Region/Country**





# Our Impact: We support charities which address barriers to accessing legal support

We understand that some communities face additional barriers to accessing services, and we support organizations which:

## Challenge racism and discrimination

### *Friends, Families & Travellers*

Friends, Families & Travellers seeks to end racism and discrimination against Gypsies, Travellers and Roma and to protect the right to pursue a nomadic way of life. The Gypsy, Traveller and Roma community experience great disadvantage with higher rates of disability and low life expectancy generally. The cost-of-living crisis also affects caravan dwellers in the community who are reliant on bottled gas for their energy usage. Friends, Families & Travellers have advocated on behalf of the community as government energy schemes exclude these families. Additionally, they also support applications for welfare benefits where limited literacy becomes a barrier to accessing this support or schemes are not accessible to those who don't have a fixed address.

## Support those experiencing financial hardship

### *Dostiyo Asian Women and Girls Organisation*

Dostiyo provides services, support, and advice on a wide range of issues predominantly to the local South Asian community and are seeing clients facing extreme financial hardship which affects their mental health and personal relationships, meaning instances of domestic violence has increased. Dostiyo Asian Women and Girls Organisation builds relationships with the community by providing specialist welfare benefits advice and other complimentary holistic services to address the additional barriers to justice the community faces (e.g. language, digital competency).

## Provide advice & practical support to refugees

### *Manchester Refugee Support Network (MRSN)*

MRSN are a grass-roots organisation directly managed by refugee communities in Manchester, providing practical support to those fleeing persecution, conflict, and various forms of injustice. The refugee community in Manchester are negatively impacted by the cost of living crisis due to their low paying jobs or reliance on welfare benefits. MRSN provides wraparound support by facilitating debt relief plans, applications for discretionary housing and council tax payments and referring to specialist organisations or local foodbanks for clients in financial crisis.

## Promote independence, inclusion and choice for disabled people

### *Disability North*

Disability North promotes inclusion, independence and choice for disabled people and their families by providing information, advice and support on any aspect of disability. They have seen a rise in disabled people being unable to afford their social care contributions and meaning that their independence needs are becoming harder to meet and choosing to rely on friends and family for support. Disability North are increasing income for clients by maximising their benefits and reducing their social care charges, where possible. Unfortunately, their advice service is at capacity, and as some clients would not qualify for more benefits, they are having difficult conversations with clients whose wellbeing and whose family's wellbeing is being detrimentally impacted by the cost of living crisis.

## Reported barriers to access to justice 2022



# Our plans for 2023

As the impact of the cost of living crisis means more people are in need of access to advice at the same time legal advice charities struggle with increasing costs, there is more work for us to do than ever before.

In 2023 we will launch the Improving Outcomes Through Legal Support Grant in partnership with the Ministry of Justice. This is a 21-month grant covering England and Wales with a total funding pot of over £10 million which will support the delivery of legal support and advice both at an early stage in the clients' journey but also when faced with court or tribunal proceedings.

We have been working with partner funders on the long-term role of the Community Justice Fund. Although now moving away from a single pooled fund vehicle, our joint commitment to increasing resource for the provision of free legal advice remains. We will be working in partnership with a range of stakeholders to develop a new longer term project on this later in 2023.

We will be running a series of fundraising events this year, working closely in partnership with the legal profession. We will also be carrying out an evaluation of our events programme, both in terms of reviewing their purpose and success, but also thinking about how we can make our events more inclusive.

We are also reviewing equality, diversity and inclusion in terms of our grant making activity, and are making changes to include a broader range of voices both in programme design and decision making.

With changes to pro bono costs legislation to include tribunals now in effect, we will be working closely with the legal profession to publicise these changes and to ensure that use of pro bono costs orders is maximised.

Towards the end of 2023 we will be publishing our first "State of the Sector" report, where we will share data and learning from frontline agencies on their successes and challenges. This report will be a tool for all access to justice charities to use in their fundraising and influencing work, to help make the case for the role of the law as a tool for social change.

# Financial review

In 2022 total income was £7,066,211 (2021: £7,715,932). Grants of £6,668,059 were payable (2021: £6,449,962) and the Foundation had net expenditure of £352,096 for the period (2021: net income of £380,681).

Grant income in 2022 comprised £6.2 million (2021: £7.0 million), of which £5.7 million came from the Ministry of Justice (2021: £5.0 million), and £0.5 million from other bodies, including independent funders (2021: £2.0 million).

Direct Costs reduced during 2022 (£470,558 vs. £604,953 in 2021). Chief contributory factors to this decrease were lower external consultancy and staff costs.

## Investment Powers

The Foundation may invest monies of the charity not immediately required for its purposes in or upon such investments, securities or property as the Trustees may determine. Given the need for funds to be readily available, all funds are currently held in cash.

## Reserves policy

The Foundation maintains reserves which the Board of Trustees deem appropriate for its efficient operation on a prudent basis.

A level of net current assets of £150,000 was considered sufficient to meet administrative costs to enable the continued operation of the charity. In addition, the Board of Trustees reserves amounts (£130,000 in 2022; £129,742 in 2021) considered sufficient in respect of indemnities given to firms for donations received under the client account scheme.

Senior management operate a programme of regular review of the level of reserves required, to enable the Trustees to set this at the appropriate amount.

The actual net current assets, representing unrestricted funds, as shown in note 12, exceed the required level and amounted to £438,210 (2021: £372,946). The Foundation's target for 2022 was £280,000. This is largely due to lower than expected unrestricted operating costs. The Trustees plan to distribute funds in excess of this amount in 2023.

The restricted funds carried forward of £517,120 are partly in respect of the MOJ and CJF grants programmes and Pro Bono income which will be distributed in early 2023.

## Donated Services

The Trustees wish to express their appreciation for the services provided by a number of professional individuals at no cost to the Foundation. These services have been invaluable to continue the development of the charity, and the value of which cannot be easily quantified.

The Foundation would like to thank our supporters including the professional bodies, law firms, chambers, charities and many individuals who have supported the Foundation.

# Governance

## Structure and Trustees

The Access to Justice Foundation was incorporated as a company limited by guarantee on 2nd October 2008, and was registered as a charity in England and Wales on 3rd October 2008 and in Scotland on 27 July 2018. It is governed by its Articles of Association.

The composition of the Board represents the cross legal profession nature of the Foundation, working in collaboration with the advice sector. This is achieved through trustees being appointed by the following:

*1. President of the Law Society of England and Wales* – Appointee: Simon Davis

*2. Chairman of the Bar Council* – Appointee: Gavin Mansfield KC

*3. President of the Chartered Institute of Legal Executives* – Appointee: Maxcine Akin-sowon

*4. Chairman of Advice Services Alliance* – Appointee: Carol Storer

*5. Lord Chief Justice* – Appointee: Dame Maura McGowan DBE

In addition, the Board of Trustees has the power to appoint further Trustees. It has appointed: Laurence Harris as their Chairman, Audrey Haaxman, Sacha Rose-Smith (appointed July 2022), Natalia Rymaszewska (resigned July 2022), Rebecca Samaras, Nicola Sawford as a Trustee and Treasurer, Andrew Seager, Joe Snape and Sarah Stephens.

The independence of trustees is ensured by the maintenance of a register of interests and declaration of interests at individual meetings where necessary.

## Decision-Making

Matters requiring board approval are decided by the Board acting by a majority at Trustee meetings or by 75 percent majority by email.

The Foundation appoints the following committees to make recommendations to the Board and to exercise delegated authority on some matters:

- Governance, Risk and Audit Committee
- Grants Committee
- HR Remuneration and Nominations Committee, and
- Development Committee.

The Board also forms other committees when deemed necessary to make recommendations on particular matters.

Day to day operational decisions are delegated to the Chief Executive, who operates within the confines of policies set by the Board on matters such as enforcement of pro bono costs orders and signing of cheques.

## Employees

During the period the Foundation had fifteen full-time members of staff and four part-time members of staff.

Key management comprised:

- Ruth Daniel, Joint Chief Executive (resigned 30 March 2023)
- Clare Carter, Joint Chief Executive (Chief Executive from 31 March 2023)
- Martha de la Roche, Network Director (Partnerships Director from 1 March 2023)
- Stacey Lamb, Grants Manager (resigned June 2022)

- Shabana Aslam, Grants Director (joined November 2022)
- Lynne Squires, Development Director (resigned September 2022).

In 2022 one member of staff received total remuneration of between £70,000 and £80,000. (In 2021, one member of staff received total remuneration of between £70,000 and £80,000.)

## Remuneration

Remuneration for key management and an annual overall staff budget are set by the Board of Trustees, following recommendations made by the Foundation's HR, Remuneration and Nominations Committee.

## Principal Risks and Uncertainties

The Board of Trustees has put in place a risk matrix for consideration of risk and reviews this on a quarterly basis. The Board has identified the following key risks and uncertainties and how they are mitigated:

**1. Financial security:** fundraising plans are in place for the main sources of income for the charity and the charity's business plan focuses on identifying new sources of income.

**2. Fraud:** financial controls have been put in place by the Board of Trustees and a Treasurer appointed to oversee written processes and to review income and expenditure.

**3. Loss of key management:** written procedures, plans and policies are in place and information key to the running of the charity is stored in central systems.

**4. Distribution of funds:** clear grant making procedure and Distribution Principles are in place.

**5. Cyber Security:** Best practice guidelines (including following the recently revised Cyber Essentials guidance) are adhered to, and the Finance and Operations Manager advises the Governance, Risk and Audit Committee on Cyber Risk on an ongoing basis.

## Grant Making Policy

The Foundation's grant making policy is set out in its Distribution Principles available on its website, which have been agreed by the Trustees. The Trustees consider the criteria to be set for each grants round in advance of its launch in order to ensure the Foundation's aims and objectives can be best met.

The Community Justice Fund was established in 2020, and this continued in 2021 and 2022. This is a pooled fund contributed to by a range of funders but hosted and managed by the Access to Justice Foundation. A multi-agency assessment panel considers the applications and makes recommendations to the Foundation's Grants Committee, which makes the final decisions.

In 2022, the Foundation continued to award grants under the Legal Support for Litigants in Person programme, a Ministry of Justice funded programme developed in partnership with the Foundation. These grants were awarded by the Foundation's Grants Committee following a closed application process where proposals were developed by applicants with the support of the Foundation team.

Funds received from the Ministry of Justice under the Litigant in Person Support Strategy were distributed in accordance with the agreed strategy, which the Trustees consider to be in alignment with the Foundation's aims and objectives, or in accordance with instructions from a Committee of CEOs of the funded partners: Law for Life, Advocate, LawWorks, RCJ Advice, Support Through Court, and the Foundation.

## Raising Funds

The Foundation raises funds from pro bono costs, solicitors' unclaimed client account funds, grants from the Ministry of Justice, independent trusts and foundations, and donations from organisations and individuals, including through sponsored events. The



Foundation also works with other funders to increase funds for the sector more broadly.

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.

We are committed to good fundraising practice, are registered with the Fundraising Regulator and have clear policies in place for how and when potential donors are approached. No complaints were received in 2022. No third-party participators are used for fundraising.

### **Trustee Indemnity Insurance**

The Trustees have put in place trustee indemnity insurance cover of £1 million at a cost of £1,708 (2021: £1,402).

### **Induction and Training of Trustees**

New Trustees receive an induction pack. This contains, amongst others, documents detailing the nature of the company and charitable status, how the Charity operates and Board Policy and Procedures. They are also able to attend, together with all existing Trustees, relevant seminars as the need arises.

They participate in induction meetings with the Foundation's staff, are provided with briefings from the Chairs of the various Board Committees and an existing Trustee acts as a mentor for the first few months following their appointment.

### **Charity's Public Benefit**

The Trustees have considered the Charity Commission's guidance with regard to public benefit and have ensured that the Foundation's resources have been or will be distributed to organisations that provide, support or facilitate access to free legal assistance to those in charitable need, regardless of race, religion or other status.

## **Trustees' Responsibilities Statement**

The Trustees (who are also Directors of The Access to Justice Foundation for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

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



## Statement as to disclosure of information to auditors


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 auditor is aware of that information.

## Small Companies Regime

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

*Approved by the Board of Trustees on 15 June 2023*

A handwritten signature in black ink, appearing to read 'Laurence Harris', with a horizontal line underneath the signature.

Laurence Harris  
Chairman of the Board

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# **Independent Auditor's Report**

# Independent auditor's report to the Members and Trustees of the Access to Justice Foundation

## Opinion

We have audited the financial statements of Access to Justice Foundation for the year ended 31 December 2022 which comprise the statement of financial activities, balance sheet, statement of cashflows 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 2022 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 and the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 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 and the Chair's statement. 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 state-

ments 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 and the Charity Accounts (Scotland) Regulations (as amended) require 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 page 14, 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 proce-

dures 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 Company Law and Charity Law, 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 Companies Act 2006 and the Charities' Act 2011 and consider other factors such as income tax, payroll tax and sales tax.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements including the risk of override of controls. Audit procedures performed by the engagement team included:

- Discussions with management including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reviewing the controls and procedures of the charitable company to ensure these were in place throughout the year;
- Evaluating management's controls designed to prevent and detect irregularities;
- Reviewing and testing journals entries made in the year, particularly those made as part of the year end financial reporting process; 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](http://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, section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 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 Havsmacintyre LLP, Statutory Auditors

Date 27 June 2023

10 Queen Street Place  
London  
EC4R 1AG

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# Financial Statements



**Statement of Financial Activities**  
**For the year ended 31 December 2022**

|                                           |                           |    | Unrestricted<br>Funds | Designated<br>Funds | Restricted<br>Funds | Total<br>Funds 2022 | Total<br>Funds 2021 |
|-------------------------------------------|---------------------------|----|-----------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Income from:</b>                       |                           |    |                       |                     |                     |                     |                     |
| Donations and legacies                    |                           |    |                       |                     |                     |                     |                     |
|                                           | Pro bono costs orders     | 3  | -                     | -                   | 281,776             | 281,776             | 111,827             |
|                                           | Unclaimed client accounts |    | 158,066               | -                   | -                   | 158,066             | 117,607             |
|                                           | Grants received           | 4  | -                     | -                   | 6,161,855           | 6,161,855           | 6,988,790           |
|                                           | Other donations           |    | 160,489               | 96,617              | 201,940             | 459,046             | 497,591             |
| Investments                               |                           |    |                       |                     |                     |                     |                     |
|                                           | Bank interest received    |    | 5,468                 | -                   | -                   | 5,468               | 117                 |
| <b>Total Income</b>                       |                           |    | <u>324,023</u>        | <u>96,617</u>       | <u>6,645,571</u>    | <u>7,066,211</u>    | <u>7,715,932</u>    |
| <b>Expenditure on:</b>                    |                           |    |                       |                     |                     |                     |                     |
| Charitable activities                     |                           |    |                       |                     |                     |                     |                     |
|                                           | Grants payable            | 15 | -                     | 267,570             | 6,400,489           | 6,668,059           | 6,449,962           |
|                                           | Direct costs              | 6  | 473                   | -                   | 470,085             | 470,558             | 604,953             |
|                                           | Support costs             | 7  | 29,238                | -                   | -                   | 29,238              | 56,336              |
| Raising funds                             |                           | 8  | 169,663               | 3,904               | -                   | 173,567             | 132,907             |
| Other                                     |                           | 9  | 59,385                | -                   | 17,500              | 76,885              | 91,093              |
| <b>Total Expenditure</b>                  |                           |    | <u>258,759</u>        | <u>271,474</u>      | <u>6,888,074</u>    | <u>7,418,307</u>    | <u>7,335,251</u>    |
| Net Income / (Expenditure)                |                           |    | 65,264                | (174,857)           | (242,503)           | (352,096)           | 380,681             |
| Total Funds Brought Forward               |                           |    | <u>372,946</u>        | <u>227,734</u>      | <u>759,623</u>      | <u>1,360,303</u>    | <u>979,622</u>      |
| Total Funds Carried Forward at 31/12/2022 |                           |    | <u>438,210</u>        | <u>52,877</u>       | <u>517,120</u>      | <u>1,008,207</u>    | <u>1,360,303</u>    |

**Statement of Financial Activities**  
**For the year ended 31 December 2021**

|                                           |                           |    | Unrestricted<br>Funds | Designated<br>Funds | Restricted<br>Funds | Total<br>Funds 2021 | Total<br>Funds 2020 |
|-------------------------------------------|---------------------------|----|-----------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Income from:</b>                       |                           |    |                       |                     |                     |                     |                     |
| Donations and legacies                    |                           |    |                       |                     |                     |                     |                     |
|                                           | Pro bono costs orders     | 3  | -                     | -                   | 111,827             | 111,827             | 57,439              |
|                                           | Unclaimed client accounts |    | 117,607               | -                   | -                   | 117,607             | 331,371             |
|                                           | Grants received           | 4  | -                     | -                   | 6,988,790           | 6,988,790           | 10,599,099          |
|                                           | Other donations           |    | 96,103                | 131,600             | 269,888             | 497,591             | 609,648             |
| Investments                               |                           |    |                       |                     |                     |                     |                     |
|                                           | Bank interest received    |    | 117                   | -                   | -                   | 117                 | 1,016               |
| <b>Total Income</b>                       |                           |    | <u>213,827</u>        | <u>131,600</u>      | <u>7,370,505</u>    | <u>7,715,932</u>    | <u>11,598,573</u>   |
| <b>Expenditure on:</b>                    |                           |    |                       |                     |                     |                     |                     |
| Charitable activities                     |                           |    |                       |                     |                     |                     |                     |
|                                           | Grants payable            | 14 | 500                   | 2,700               | 6,446,762           | 6,449,962           | 10,465,177          |
|                                           | Direct costs              | 6  | 19,966                | -                   | 584,987             | 604,953             | 392,311             |
|                                           | Support costs             | 7  | 39,990                | -                   | 16,346              | 56,336              | 54,171              |
| Raising funds                             |                           | 8  | 90,580                | 2,307               | 40,020              | 132,907             | 109,883             |
| Other                                     |                           | 9  | 81,483                | -                   | 9,610               | 91,093              | 92,109              |
| <b>Total Expenditure</b>                  |                           |    | <u>232,519</u>        | <u>5,007</u>        | <u>7,097,725</u>    | <u>7,335,251</u>    | <u>11,113,651</u>   |
| Net Income / (Expenditure)                |                           |    | (18,692)              | 126,593             | 272,780             | 380,681             | 484,922             |
| Total Funds Brought Forward               |                           |    | <u>391,638</u>        | <u>101,141</u>      | <u>486,843</u>      | <u>979,622</u>      | <u>494,700</u>      |
| Total Funds Carried Forward at 31/12/2021 |                           |    | <u>372,946</u>        | <u>227,734</u>      | <u>759,623</u>      | <u>1,360,303</u>    | <u>979,622</u>      |

## Balance Sheet as at 31 December 2022

|                                                       | <u>Note</u> | <u>2022</u>        | <u>2021</u>        |
|-------------------------------------------------------|-------------|--------------------|--------------------|
|                                                       | £           | £                  | £                  |
| <b>Current Assets</b>                                 |             |                    |                    |
| Debtors                                               | 10          | 47,724             | 66,823             |
| Cash at bank                                          |             | 1,228,736          | 1,462,988          |
| <b>Total current assets</b>                           |             | <u>1,276,460</u>   | <u>1,529,811</u>   |
| <b>Creditors, amounts falling due within one year</b> | 11          | (268,253)          | (169,508)          |
| <b>Net Current Assets</b>                             |             | <u>1,008,207</u>   | <u>1,360,303</u>   |
| <b>Net Assets</b>                                     |             | <u>£ 1,008,207</u> | <u>£ 1,360,303</u> |

## The Funds of the Charity

|                    |    |                    |                    |
|--------------------|----|--------------------|--------------------|
| Unrestricted funds | 12 | 438,210            | 372,946            |
| Designated funds   | 12 | 52,877             | 227,734            |
| Restricted funds   | 12 | 517,120            | 759,623            |
|                    |    | <u>£ 1,008,207</u> | <u>£ 1,360,303</u> |

The notes on pages 25 to 36 form part of the financial statements.

Approved by the Board of Trustees on 15 June 2023

And signed on their behalf by:



Laurence Harris (Chairman of the Board)

**Statement of Cash Flows**  
**For the year ended 31 December 2022**

|                                                                     | <u>Note</u> | <u>2022</u> | <u>2021</u> |
|---------------------------------------------------------------------|-------------|-------------|-------------|
|                                                                     |             | £           | £           |
| <b>Cash flows from operating activities:</b>                        |             |             |             |
| <b>Net cash provided by</b>                                         |             |             |             |
| <b>Operating activities</b>                                         |             | (239,720)   | 58,756      |
| <b>Cash flows from investing activities</b>                         |             |             |             |
| Interest                                                            |             | 5,468       | 117         |
|                                                                     |             | _____       | _____       |
| <b>Change in cash and cash equivalents</b>                          |             |             |             |
| <b>In the reporting period</b>                                      |             | (234,252)   | 58,873      |
| Cash and cash equivalents at the start of the reporting period      |             | 1,462,988   | 1,404,115   |
|                                                                     |             | _____       | _____       |
| <b>Cash and cash equivalents at the end of the reporting period</b> |             | 1,228,736   | 1,462,988   |
|                                                                     |             | _____       | _____       |

Reconciliation of net expenditure to net cash inflow (outflow) from operating activities:

|                                           | <u>2022</u> | <u>2021</u> |
|-------------------------------------------|-------------|-------------|
|                                           | £           | £           |
| Net income/(expenditure)                  | (352,096)   | 380,681     |
| Bank interest receivable                  | (5,468)     | (117)       |
| Decrease/(Increase) in debtors            | 19,099      | 4,915       |
| Increase/(Decrease) in creditors          | 98,745      | (326,723)   |
|                                           | _____       | _____       |
| Net cash provided by operating activities | (239,720)   | 58,756      |
|                                           | _____       | _____       |

**Analysis of Changes in net debt - 2022**

|      | Cash at 1<br>January 2022 | Cashflows | Cash at 31<br>December 2022 |
|------|---------------------------|-----------|-----------------------------|
|      | £                         |           | £                           |
| Cash | 1,462,988                 | (234,252) | 1,228,736                   |

**Notes to the Financial Statements  
For the year ended 31 December 2022**

**1. General information**

The continuing activity of the charity is to facilitate access to justice for those unable to afford legal assistance.

The charity is a public benefit entity, a United Kingdom charitable company limited by guarantee. It is both incorporated and domiciled in England and Wales. The address of its registered office is 10 Queen Street Place, London EC4R 1AG.

**2. Summary of Significant Accounting Policies****(a) Basis of accounting**

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Practice for Charities (SORP 2015) (Second Edition, effective 1 January 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared under the historical cost convention. The principal accounting policies that have been applied to all periods presented in these financial statements are set out below.

The preparation of financial statements in conformity with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the accounting policies selected for use by the Charity. Use of available information and application of judgement are inherent in the formation of estimates. Actual outcomes in the future could differ from such estimates.

**(b) Income recognition**

All income is included in the Statement of Financial Activities (SOFA) when the Charity becomes legally entitled to the income, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. Where a pro bono cost order has not been received within 6 months of the award a bad debt provision is considered according to the likelihood of receiving the funds. Bad debts are offset against income receivable.

Donations are recognised in accordance with the donor's wishes and credited to restricted or unrestricted funds as the case may be.

Income from government and other grants are recognised when the charity has entitlement to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**(c) Grants payable**

Grants payable are accounted for in the period during which they are approved by the Foundation.

**(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 charged to the SOFA on an accruals basis.

When costs relate to more than one activity they are allocated to charitable expenditure, the cost of raising funds or other costs based upon management estimate of staff time. Where costs are not directly attributable to a fund they are recorded as unrestricted and a transfer recorded to account for costs attributable to restricted income.

**(e) Gifts in kind**

Gifts in kind are brought into account at their estimated market value at the time the relevant gifts are made.

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**2. Summary of Significant Accounting Policies (continued)****(f) Financial instruments**

The only financial instruments held by the Charity constitute payables and receivables. These are categorised as 'basic' in accordance with Section 11 of FRS 102 and are initially recognised at transaction price. These are subsequently measured at transaction price less any impairment.

**(g) Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Foundation 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 Foundation for particular purposes.

Designated funds consist of donations received which the Trustees have allocated toward a specific beneficiary. As such the conditions have been imposed by the Trustees rather than the donor.

**(h) Going concern**

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The Trustees conclude that there are no material uncertainties about the Charity's ability to continue and accordingly the financial statements are prepared on a going concern basis.

**(i) Judgements in applying accounting policies and key sources of estimation uncertainty**

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

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

The Trustees consider the provision for non-recoverable amounts in relation to pro bono costs to be a key judgement and estimation. Pro-bono costs are considered for recoverability on a case by case basis.



**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**3 Pro Bono Costs**

|                                                                               | <u>2022</u>      | <u>2021</u>      |
|-------------------------------------------------------------------------------|------------------|------------------|
| Pro bono cost orders relating to 2022                                         | 368,945          | 176,863          |
| Pro bono cost orders previously considered non-recoverable for previous years | 700              | 1,300            |
| Non-recoverable amounts                                                       | (87,869)         | (66,336)         |
|                                                                               | £ <u>281,776</u> | £ <u>111,827</u> |

**4 Grants Received**

|                                                           | <u>2022</u>        | <u>2021</u>        |
|-----------------------------------------------------------|--------------------|--------------------|
| Litigant in Person Support Strategy Ministry of Justice   | 1,087,500          | 1,450,000          |
| Legal Support for Litigants in Person Ministry of Justice | 1,177,851          | 1,518,399          |
| Help Accessing Legal Support Ministry of Justice          | 2,432,000          | -                  |
| Community Justice Fund                                    |                    |                    |
| Ministry of Justice                                       | 1,000,000          | 2,000,000          |
| National Lottery Community Fund                           | -                  | (4,720)            |
| Others, including Independent Funders                     | 400,000            | 2,001,744          |
| Other grants                                              | 64,504             | 23,367             |
|                                                           | £ <u>6,161,855</u> | £ <u>6,988,790</u> |

**5 Salaries**

|                       | <u>2022</u>      | <u>2021</u>      |
|-----------------------|------------------|------------------|
| Staff costs           |                  |                  |
| Wages and salaries    | 414,066          | 550,738          |
| Social Security costs | 40,717           | 53,040           |
| Pension costs         | 12,645           | 11,956           |
| Redundancy costs      | 13,426           | -                |
|                       | £ <u>480,854</u> | £ <u>615,734</u> |

The average number of employees during the year was ten (2021: fifteen), engaged in the management and administration of the Foundation.

The number of employees whose annualised emoluments exceeded £60,000 during the year (including taxable benefits but excluding employers' pension contributions) was:

|                   | <u>2022</u> | <u>2021</u> |
|-------------------|-------------|-------------|
| £70,001 - £80,000 | 1           | 1           |

Pension costs paid for the employee earning above £60,000 were £2,550 (2021: £769)

Key management remuneration for the year totalled £225,374 (2021: £193,880).

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**6 Direct Costs**

|                                               | <u>2022</u>      | <u>2021</u>      |
|-----------------------------------------------|------------------|------------------|
| Staff costs                                   | 338,914          | 418,001          |
| Rent and rates                                | 15,656           | 14,131           |
| Professional fees & Consultancy               | 97,022           | 145,182          |
| Raising Funds & Direct Charitable Expenditure | 473              | 927              |
| Administrative expenses                       | 18,493           | 26,712           |
|                                               | £ <u>470,558</u> | £ <u>604,953</u> |

**7 Support Costs**

Charity accounting regulations require us to separately identify Support costs incurred. These are set out as follows:

|                         | <u>2022</u>      | <u>2021</u>      |
|-------------------------|------------------|------------------|
| Staff costs             | 118,340          | 163,631          |
| Rent and rates          | 24,635           | 9,148            |
| Professional fees       | 1,960            | 6,901            |
| Administrative expenses | 17,497           | 14,581           |
|                         | £ <u>162,432</u> | £ <u>194,261</u> |

|                               |                 | <u>2022</u>      | <u>2021</u>      |
|-------------------------------|-----------------|------------------|------------------|
| Direct charitable expenditure | 18% (2021: 29%) | 29,238           | 56,336           |
| Cost of raising funds         | 48% (2021: 33%) | 77,967           | 64,106           |
| Administration costs          | 34% (2021: 38%) | 55,227           | 73,819           |
|                               |                 | £ <u>162,432</u> | £ <u>194,261</u> |

The percentage of support costs allocated to Direct charitable expenditure in 2022 has been notably reduced owing to increased allocation of staff costs to specific grants programmes in the year.

**8 Raising funds**

|                                         | <u>2022</u>      | <u>2021</u>      |
|-----------------------------------------|------------------|------------------|
| Direct costs                            | 95,600           | 68,801           |
| Allocated Support Costs<br>(see note 7) | 77,967           | 64,106           |
|                                         | £ <u>173,567</u> | £ <u>132,907</u> |

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**9 Other costs**

|                                         | <u>2022</u>   | <u>2021</u>   |
|-----------------------------------------|---------------|---------------|
| Audit fees                              | 17,500        | 14,520        |
| Other                                   | 4,158         | 2,754         |
| Allocated support costs<br>(see note 7) | 55,227        | 73,819        |
| £                                       | <u>76,885</u> | <u>91,093</u> |

**10 Debtors**

|                | <u>2022</u>   | <u>2021</u>   |
|----------------|---------------|---------------|
| Accrued income | 28,835        | 54,773        |
| Prepayments    | 18,889        | 12,050        |
| £              | <u>47,724</u> | <u>66,823</u> |

**11 Creditors – amounts falling due within one year**

|                 | <u>2022</u>    | <u>2021</u>    |
|-----------------|----------------|----------------|
| Accruals        | 118,049        | 21,938         |
| Grants payable  | 83,080         | 40,000         |
| Deferred Income | 50,000         | 50,000         |
| Other payables  | 17,124         | 57,570         |
| £               | <u>268,253</u> | <u>169,508</u> |

## Deferred Income

|                                               | <u>2022</u>   | <u>2021</u>     |
|-----------------------------------------------|---------------|-----------------|
| Deferred Income Brought Forward               | 50,000        | 382,100         |
| Released to Income and Expenditure, 2022      | (50,000)      | (382,100)       |
| Transferred from Income and Expenditure, 2022 | 50,000        | 50,000          |
| Deferred Income Carried Forward               | <u>50,000</u> | <u>£ 50,000</u> |

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**12 Summary of Funds**

|                      | <b>2022</b>               |                         |                         |
|----------------------|---------------------------|-------------------------|-------------------------|
|                      | <u>Unrestricted Funds</u> | <u>Designated Funds</u> | <u>Restricted Funds</u> |
| As at 1 January 2022 | 372,946                   | 227,734                 | 759,623                 |
| Total Income         | 324,023                   | 96,617                  | 6,645,571               |
| Total Expenditure    | <u>(258,759)</u>          | <u>(271,474)</u>        | <u>(6,888,074)</u>      |
| At 31 December 2022  | £ <u>438,210</u>          | £ <u>52,877</u>         | £ <u>517,120</u>        |
|                      | <b>2021</b>               |                         |                         |
|                      | <u>Unrestricted Funds</u> | <u>Designated Funds</u> | <u>Restricted Funds</u> |
| As at 1 January 2021 | 391,638                   | 101,141                 | 486,843                 |
| Total Income         | 213,827                   | 131,600                 | 7,370,505               |
| Total Expenditure    | <u>(232,519)</u>          | <u>(5,007)</u>          | <u>(7,097,725)</u>      |
| At 31 December 2021  | £ <u>372,946</u>          | £ <u>227,734</u>        | £ <u>759,623</u>        |

Restricted funds are further split as follows:

|                      | <b>2022</b>         |                    |                    |                    |                    |                    |
|----------------------|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                      | <u>LIP Strategy</u> | <u>LSLIP</u>       | <u>MOJ CJF</u>     | <u>MOJ HALS</u>    | <u>Other</u>       | <u>Total</u>       |
| As at 1 January 2022 | 67,106              | 23,258             | 2,430              | -                  | 666,829            | 759,623            |
| Total Income         | 1,087,500           | 1,177,851          | 1,000,000          | 2,432,000          | 948,220            | 6,645,571          |
| Total Expenditure    | <u>(1,154,606)</u>  | <u>(1,201,109)</u> | <u>(956,265)</u>   | <u>(2,355,276)</u> | <u>(1,220,818)</u> | <u>(6,888,074)</u> |
| At 31 December 2022  | £ <u>-</u>          | £ <u>-</u>         | £ <u>46,165</u>    | <u>76,724</u>      | <u>394,231</u>     | <u>517,120</u>     |
|                      | <b>2021</b>         |                    |                    |                    |                    |                    |
|                      | <u>LIP Strategy</u> | <u>LSLIP</u>       | <u>MOJ CJF</u>     | <u>MOJ HALS</u>    | <u>Other</u>       | <u>Other</u>       |
| As at 1 January 2021 | 72,224              | 20,071             | 24,234             | -                  | 370,314            | 486,843            |
| Total Income         | 1,450,000           | 1,518,399          | 2,000,000          | -                  | 2,402,106          | 7,370,505          |
| Total Expenditure    | <u>(1,455,118)</u>  | <u>(1,515,212)</u> | <u>(2,021,804)</u> | <u>-</u>           | <u>(2,105,591)</u> | <u>(7,097,725)</u> |
| At 31 December 2021  | £ <u>67,106</u>     | £ <u>23,258</u>    | £ <u>2,430</u>     | £ <u>-</u>         | <u>666,829</u>     | <u>759,623</u>     |

Fund assets and liabilities are made up as follows;

|                                | <b>2022</b>               |                         |                         |                    |
|--------------------------------|---------------------------|-------------------------|-------------------------|--------------------|
|                                | <u>Unrestricted Funds</u> | <u>Designated Funds</u> | <u>Restricted Funds</u> | <u>Total Funds</u> |
| Debtors                        | 19,189                    | -                       | 28,535                  | 47,724             |
| Cash                           | 554,194                   | 52,877                  | 621,665                 | 1,228,736          |
| Liabilities                    | <u>(135,173)</u>          | <u>-</u>                | <u>(133,080)</u>        | <u>(268,253)</u>   |
| Net assets at 31 December 2022 | £ <u>438,210</u>          | £ <u>52,877</u>         | £ <u>517,120</u>        | £ <u>1,008,207</u> |
|                                | <b>2021</b>               |                         |                         |                    |
|                                | <u>Unrestricted Funds</u> | <u>Designated Funds</u> | <u>Restricted Funds</u> | <u>Total Funds</u> |
| Debtors                        | 18,270                    | 5,000                   | 43,553                  | 66,823             |
| Cash                           | 379,463                   | 222,734                 | 835,790                 | 1,437,987          |
| Liabilities                    | <u>(24,787)</u>           | <u>-</u>                | <u>(119,720)</u>        | <u>(144,507)</u>   |
| Net assets at 31 December 2020 | £ <u>372,946</u>          | £ <u>227,734</u>        | £ <u>759,623</u>        | £ <u>1,360,303</u> |

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**13. Contingent liability**

The Charity has provided indemnities to law firms that have donated unclaimed client funds in respect of client balances in the event that these are claimed back from the law firm. Suitable investment of these reserves is considered by the trustees on a regular basis.

**14. Related Parties**

No member of the Board of Trustees received any remuneration during the year (2021: £Nil). Travel expenses reimbursed amounted to £23 (2021: £113).

There were no other related party transactions noted in the current or preceding year.

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**15 Grants made to Institutions**

|        | <u>2022</u> | <u>2021</u> |
|--------|-------------|-------------|
|        | £           | £           |
| Grants | 6,668,059   | 6,449,962   |

Grants were made to the following institutions for the purpose of enabling the recipient to promote the charity's objectives:

|                                                    |         |         |
|----------------------------------------------------|---------|---------|
| Access Social Care                                 | 14,672  | -       |
| Advice NI                                          | 12,196  | -       |
| Advice4Renters                                     | 12,196  | 25,000  |
| Advocate/Bar Pro Bono Unit                         | 34,481  | 21,000  |
| Agnes Smith Advice Centre                          | 10,000  | -       |
| AIRE Centre                                        | 12,196  | -       |
| Anti-trafficking and Labour Exploitation Unit      | 95,000  | 60,000  |
| ASIRT (Asylum Support & Immigration Resource Team) | 1,587   | -       |
| Asylum Aid                                         | 12,196  | -       |
| Asylum Justice                                     | 38,446  | 60,000  |
| Barrow Cadbury Trust                               | -       | 500     |
| Benefit Advice Shop                                | -       | 17,000  |
| BHT Sussex                                         | 14,672  | -       |
| Birmingham People's Centre                         | 18,298  | -       |
| Brighton Housing Trust                             | -       | 59,314  |
| Bristol Law Centre                                 | 71,033  | 60,000  |
| Bristol Refugee Rights                             | 48,422  | 25,000  |
| Brixton Advice Centre                              | 12,196  | 25,000  |
| Cambridge House and Talbot                         | 58,797  | 40,000  |
| Camden Community Law Centre                        | 12,196  | -       |
| Canterbury Housing Advice Centre (CHAC)            | 12,196  | 21,000  |
| Cardinal Hume Centre                               | 12,196  | -       |
| CASCAIDr (Centre for Adults' Social Care)          | 75,000  | -       |
| Castlemilk Law and Money Advice Centre             | 12,196  | 50,000  |
| Central England Law Centre                         | 82,330  | 168,572 |
| Centre for Women's Justice                         | 12,196  | -       |
| CHAS Bristol                                       | 12,480  | 16,768  |
| Children's Law Centre (NI)                         | -       | 72,000  |
| Citizens Advice Allerdale                          | 14,672  | -       |
| Citizens Advice and Law Centre Kirklees            | 12,196  | 43,627  |
| Citizens Advice Barking And Dagenham               | 14,672  | 50,000  |
| Citizens Advice Barnet                             | 14,672  | -       |
| Citizens Advice Barnsley and District              | 14,672  | -       |
| Citizens Advice Bassetlaw                          | 14,672  | -       |
| Citizens Advice Bradford and Airedale              | 14,672  | -       |
| Citizens Advice Bridport and District              | 14,672  | -       |
| Citizens Advice Bristol                            | 313     | -       |
| Citizens Advice Bury & Bolton                      | 14,672  | -       |
| Citizens Advice Caerphilly Blaenau Gwent           | 450     | 32,650  |
| Citizens Advice Cambridge                          | 1,419   | -       |
| Citizens Advice Canolfen Cynghon Ynys Mon          | 148,032 | 136,303 |
| Citizens Advice Central and East Northampton       | 52,672  | 34,200  |
| Citizens Advice Central Dorset                     | 145,525 | 108,571 |
| Citizens Advice Chelmsford                         | 710     | -       |
| Citizens Advice Cornwall                           | 14,672  | 2,940   |
| Citizens Advice Coventry                           | 37,500  | -       |
| Citizens Advice Croydon                            | 27,552  | -       |
| Citizens Advice Denbighshire                       | 45,542  | -       |



**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**Grants made to Institutions continued**

|                                                        | <u>2022</u> | <u>2021</u> |
|--------------------------------------------------------|-------------|-------------|
|                                                        | £           | £           |
| Citizens Advice Devon                                  | 14,672      | -           |
| Citizens Advice East End                               | 14,672      | -           |
| Citizens Advice Gateshead                              | 12,196      | -           |
| Citizens Advice Halton                                 | 14,672      | -           |
| Citizens Advice Havering                               | 14,672      | -           |
| Citizens Advice Kingston                               | 12,196      | -           |
| Citizens Advice Leeds                                  | 86          | -           |
| Citizens Advice Lincoln and District                   | 12,196      | 43,747      |
| Citizens Advice Mid Mercia                             | 34,657      | -           |
| Citizens Advice North Hertfordshire                    | 278         | -           |
| Citizens Advice North Somerset                         | 16,049      | -           |
| Citizens Advice Peterborough                           | 175         | -           |
| Citizens Advice Portsmouth                             | 14,672      | -           |
| Citizens Advice Preston                                | 56          | -           |
| Citizens Advice Rhondda Cynon Taff                     | 40,050      | 32,650      |
| Citizens Advice Sheffield & Law Centre                 | 14,672      | 50,000      |
| Citizens Advice Shepway                                | 14,672      | 42,000      |
| Citizens Advice Sherwood & Newark                      | 18,750      | -           |
| Citizens Advice Staffordshire North and Stoke on Trent | 14,672      | -           |
| Citizens Advice St Albans District                     | 12,496      | -           |
| Citizens Advice Stevenage                              | 12,196      | -           |
| Citizens Advice Swansea Neath Port Talbot              | -           | 32,650      |
| Citizens Advice Taunton                                | 12,196      | -           |
| Citizens Advice Watford                                | 14,672      | -           |
| Citizens Advice Welwyn Hatfield                        | 68          | -           |
| Citizens Advice Wiltshire                              | 26,250      | -           |
| Citizens Advice York                                   | 2,586       | -           |
| Clan Childlaw                                          | -           | 60,000      |
| Community Advice and Law Service Ltd                   | 57,196      | 50,000      |
| Community Law Service (Northampton And County)         | 12,196      | 48,500      |
| Community Legal Centre - Essex                         | 41,191      | -           |
| Community Links                                        | 14,672      | -           |
| Cumbria Law Centre                                     | 51,583      | 58,586      |
| Deighton Pierce Glynn                                  | -           | 30,000      |
| Derbyshire Law Centre                                  | 58,056      | 56,786      |
| Direct Help & Advice                                   | 14,672      | -           |
| Disability Advice Service Lambeth                      | 12,196      | -           |
| Disability Law Service                                 | 38,446      | -           |
| Disability North                                       | 12,196      | 42,261      |
| Dostiyo Asian Women and Girls Organisation             | 12,196      | 50,000      |
| Ealing Law Centre                                      | 40,922      | 60,000      |
| Environmental Law Foundation                           | 500         | -           |
| Equality Action Limited                                | 12,196      | 47,800      |
| Equality and Employment Law Centre                     | 14,930      | 80,769      |
| Ethnic Minorities Law Centre                           | 180         | -           |
| Family Rights Group                                    | 56,250      | -           |
| First Light South West                                 | 9,750       | -           |
| Free Family Representation and Advocacy Project        | 16,176      | -           |
| Free Legal Advice Group for Domestic Violence (FLAGDV) | 30,000      | -           |
| Free Representation Unit                               | 12,196      | -           |
| Friends, Families and Travellers                       | 49,696      | 60,000      |
| Fusion Housing Kirklees Ltd                            | 14,672      | 51,801      |

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**Grants made to Institutions continued**

|                                                      | <u>2022</u> | <u>2021</u> |
|------------------------------------------------------|-------------|-------------|
|                                                      | £           | £           |
| Fylde Coast Advice & Legal Centre                    | -           | 60,000      |
| Govan Community Project                              | 12,196      | -           |
| Govan Law Centre                                     | 12,196      | 50,000      |
| Great Yarmouth Refugee and Outreach Support          | 12,196      | 50,000      |
| Greater Manchester Immigration Aid Unit              | 11,249      | -           |
| Greater Manchester Law Centre & PBC                  | 81,428      | 108,572     |
| Greenwich Housing Rights                             | 12,196      | 94,000      |
| Hackney Community Law Centre                         | 12,196      | -           |
| Hammersmith & Fulham Community Law Centre            | 70,922      | -           |
| Haringey Law Centre                                  | 14,672      | -           |
| Harlow Advice Centre                                 | 48,724      | 59,739      |
| Harrow Law Centre                                    | 49,696      | -           |
| Hastings Advice and Representation Centre            | 26,461      | -           |
| Here For Good                                        | 12,196      | -           |
| Hillingdon Law Centre                                | 14,672      | 50,000      |
| Hope Projects                                        | 596         | 40,000      |
| Housing Rights                                       | 12,196      | 40,000      |
| IPSEA                                                | 14,672      | -           |
| Ipswich Disabled Advice Bureau *                     | 14,672      | (686)       |
| Island Advice Centre                                 | 12,196      | -           |
| Islington Law Centre                                 | 26,868      | -           |
| Just for Kids Law                                    | 87,196      | -           |
| Just Right Scotland                                  | 593         | 40,000      |
| Justice First - Tees Valley                          | 12,196      | 40,000      |
| Kanlungan Filipino Consortium                        | 12,196      | 35,675      |
| Kent Law Clinic                                      | 4,250       | -           |
| Kent Refugee Help                                    | 12,196      | 20,000      |
| Latin American House                                 | 12,196      | -           |
| Law Centre NI                                        | -           | 31,265      |
| Law for Life (Foundation for Public Legal Education) | 223,530     | 179,707     |
| Law Works (The Solicitors Pro Bono Group)            | 306,014     | 301,483     |
| Legal Advice Centre (University House) *             | 14,672      | (771)       |
| Legal Services Agency                                | 12,196      | 60,000      |
| Lewisham Refugee and Migrant Network                 | 12,196      | -           |
| Liberty (Civil Liberties Trust)                      | 12,196      | -           |
| London Legal Support Trust                           | 100         | 1,250       |
| Luton Irish Forum                                    | 12,196      | -           |
| Luton Law Centre                                     | 14,672      | 60,000      |
| Luton Rights                                         | 12,196      | -           |
| Making Me (Bedford)                                  | 70          | -           |
| Manchester Refugee Support Network (MRSN)            | 43,042      | -           |
| Mancroft Advice Project                              | 26          | -           |
| Manuel Bravo Project                                 | -           | 60,000      |
| Mary Ward Legal Centre                               | 56,446      | -           |
| Maternity Action                                     | 79,922      | 60,000      |
| Merseyside Law Centre                                | 14,731      | 56,000      |
| Migrant Legal Action                                 | 12,196      | 30,000      |
| Navigate                                             | 12,196      | -           |
| New Forest Disability Information Service            | 12,196      | -           |
| Nishkam Civic Association                            | 12,196      | -           |
| Norfolk Community Law Service                        | 45,299      | 70,000      |
| North Bristol Advice Centre                          | 31,699      | -           |

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**Grants made to Institutions continued**

|                                                                    | <u>2022</u> | <u>2021</u> |
|--------------------------------------------------------------------|-------------|-------------|
|                                                                    | £           | £           |
| North East Law Centre                                              | 272,897     | 332,912     |
| North Kensington Law Centre                                        | 70,922      | 50,000      |
| North Lancashire Citizens Advice Bureau                            | 14,672      | -           |
| Northamptonshire Rights and Equality Council                       | 38,141      | 30,000      |
| Nottingham Law Centre                                              | 16,905      | 54,200      |
| Nucleus Legal Advice                                               | 12,196      | -           |
| Oasis Cardiff                                                      | 12,196      | 55,000      |
| Oxford Community Work Agency                                       | 14,672      | -           |
| Paddington Law Centre                                              | 14,672      | 50,000      |
| Peterborough Asylum and Refugee Community Association (PARCA)      | 12,196      | 40,000      |
| Plumstead Community Law Centre *                                   | 33,422      | (714)       |
| PRCBC                                                              | 34,696      | 30,000      |
| Prisoners' Advice Service                                          | 12,196      | -           |
| Pro Bono Connect                                                   | 3,376       | -           |
| Public Interest Law Centre                                         | 14,672      | -           |
| RCJ Advice                                                         | 420,654     | 422,975     |
| Refugee and Migrant Forum of Essex & London (RAMFEL)               | 12,196      | 25,000      |
| Refugee Support (Devon) Ltd                                        | 34,696      | 41,900      |
| Refugee Women Connect                                              | 12,196      | -           |
| Refugee Women's Association                                        | 12,196      | 30,000      |
| Release                                                            | 57,196      | -           |
| Revive CIO                                                         | 12,196      | 49,650      |
| Rights of Women                                                    | 56,250      | -           |
| Riverside Advice                                                   | 12,329      | 60,000      |
| Safe Passage International                                         | 12,196      | -           |
| Salford Unemployed and Community Resource Centre                   | 12,196      | -           |
| Scottish Child Law Centre SCLC                                     | 11,238      | -           |
| Shelter                                                            | 14,672      | -           |
| Shelter Bristol                                                    | 162         | -           |
| Shelter Cymru                                                      | 14,672      | 60,000      |
| Slough Immigration Aid Unit                                        | 12,196      | 10,000      |
| South London Refugee Association                                   | -           | 40,000      |
| South West London Law Centres                                      | 63,422      | 60,000      |
| Southampton Advice and Representation Centre                       | 12,196      | -           |
| Southwark Law Centre                                               | 14,672      | 75,000      |
| Speakeasy Law Centre                                               | 79,925      | 48,000      |
| Special Educational Needs Advice Centre (SENAC)                    | 12,196      | 25,500      |
| Spitfire Advice and Support Services                               | 12,196      | 30,000      |
| Springfield Law Centre                                             | 14,672      | -           |
| St Anns Advice Group                                               | 312         | -           |
| St Pauls Advice Centre                                             | 212         | -           |
| Stockton and District Advice and Information Service (SDAIS)       | 12,196      | -           |
| Suffolk Law Centre (Ipswich & Suffolk Council for Racial Equality) | 121,354     | 143,571     |
| Support Through Court (Formerly Personal Support Unit)             | 598,400     | 684,148     |
| Support Through Court Birmingham                                   | 514         | -           |
| Support Through Court Bristol                                      | 523         | -           |
| Support Through Court Leeds                                        | 381         | -           |
| Support Through Court Newcastle                                    | 175         | -           |
| Tamil Welfare Association (Newham) UK                              | 12,196      | -           |
| Teignbridge CAB                                                    | 140,491     | 136,470     |
| The You Trust                                                      | 12,196      | -           |
| Tower Hamlets Law Centre                                           | 14,672      | -           |

**Notes to the Financial Statements**  
**For the year ended 31 December 2022**

**Grants made to Institutions continued**

|                                             | <u>2022</u>      | <u>2021</u>      |
|---------------------------------------------|------------------|------------------|
|                                             | £                | £                |
| Vauxhall Community Law & Information Centre | 16,325           | 55,000           |
| Voices In Exile                             | 12,196           | -                |
| Wanstead and Woodford Migrant Support       | 12,196           | 10,000           |
| Wiltshire Law Centre                        | 70,922           | -                |
| Working Families                            | 89,672           | -                |
| Youth Legal and Resource Centre             | 12,196           | 24,550           |
|                                             | <u>6,668,059</u> | <u>6,449,962</u> |

\* Negative amounts represent Lottery grant payments given in 2020, for which the work was not carried out. These sums are being returned to the ATJF in 2022, and then repaid to the National Lottery

# Reference Information

## The Access to Justice Foundation

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### Registered Office

10 Queen Street Place  
London EC4R 1AG  
Telephone: 020 4522 8400  
Website: [www.atjf.org.uk](http://www.atjf.org.uk)

Registered charity in England and Wales  
number 1126147  
Registered charity in Scotland  
number SC048584  
Company limited by guarantee number  
6714178

### Principal Place of Business

14-18 Old Street  
London EC1V 9BH

### Auditors

Haysmacintyre LLP  
10 Queen Street Place  
London  
EC4R 1AG

### Bankers

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

### Board of Trustees (Company Directors)

Laurence Harris (Chairman of the Board)  
Maxcine Akinsowon  
Simon Davis  
Audrey Haaxman  
Gavin Mansfield KC  
Dame Maura McGowan DBE  
Sacha Rose-Smith (appointed July 2022)  
Natalia Rymaszewska (resigned July  
2022)  
Rebecca Samaras  
Nicola Sawford  
Andrew Seager  
Joe Snape  
Sarah Stephens  
Carol Storer

[www.accesstojusticefoundation.org.uk](http://www.accesstojusticefoundation.org.uk)

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Registered charity in Scotland no. SC048584

