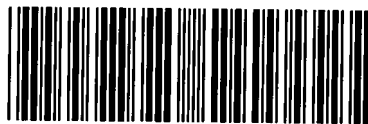

LASA CHARITY UK LIMITED

ANNUAL REPORT AND FINANCIAL STATEMENTS

**For the Year Ended
31 March 2018**

Company Number 01794098

Charity Number 800140



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LASA Charity UK Limited

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LASA Charity UK Limited

Reference and administrative details of the charity

Board of Trustees	Jennifer Bernard John Blandford – resigned October 2017 Annette Figueiredo Andrew Flett Paul Lowenberg Mohammad Marashi Samantha Mauger Gary Vaux
Chair	Jennifer Bernard
Vice Chair	Annette Figueiredo
Treasurer	John Blandford– resigned and Andrew Flett appointed October 2017
Secretary	Terence Stokes
Chief Executive	Terence Stokes
Company Number	01794098
Charity Number	800140
Registered Office	Watson House 54 Baker Street London W1U 7BU
Independent Examiners	Haines Watts Swindon Old Station House Station Approach Newport Street Swindon SN1 3DU
Bankers	National Westminster Bank plc 130 Whitechapel High Street London E1 7PS

LASA Charity UK Limited

Annual Report for the year ended 31 March 2018

The Board of Trustees present the Annual Report (and Directors' Report as required by company law) and the financial statements of Lasa Charity U.K. Limited, for the year ended 31st March 2018.

The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in January 2015 and the Financial Reporting Standard (FRS 102 effective 1st January 2015). Lasa's trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission when reviewing our aims and objectives and in planning our future activities.

Principal activities

The objectives of the charity are:

To relieve poverty by promoting the provision of high quality independent advice for all and in particular: -

- a) to promote the development, improvement and co-ordination of legal and advice services and to encourage co-operation between agencies providing such services;
- b) to promote and assist in the introduction of information technology in charitable agencies;
- c) to carry out, commission and publish studies and research into the provision of legal advice and voluntary services and to develop policy responses to this research.

Lasa's mission and aims

Lasa provides strategic and innovative services to support the provision of expert independent advice for all.

Lasa aims to see good advice available to all who need it and works to secure this by:

- Providing high quality support services to legal advice and information providers
- Promoting access to advice
- Promoting and developing new approaches to the use of technology in voluntary and community organisations
- Being a source of good practice and innovation.

Background

Lasa was established in 1984 to provide specialist support to advice and information providers. These services include advice, information, training and support around technology and social welfare law. Lasa also actively seeks to promote the role of technology and advice services with policy makers, central and regional government bodies and funders.

Lasa is an independent organisation providing services to a wide range of other organisations including front line advice providers, advice networks, national and regional organisations with an advice and information function, local community groups, public-sector organisations such as housing associations, private sector organisations including private practice solicitors, barristers' chambers, local authorities and government departments, including HMRC, the Tribunal Service and the DWP. Lasa's work provides public benefit by improving the quality of advice and practical assistance provided by these organisations, in most cases free at the point of delivery to members of the public. In addition, strategic technology support services are provided to a wide variety of organisations throughout the third sector, enabling these organisations to provide improved or more cost-effective services to the public.

Based in London, Lasa's services are delivered through websites, software, training and consultancy and are accessed by organisations across the UK.

Overview of the work of Lasa in 2017-18

Government policy decisions aimed at reducing the public deficit continued to have a significant impact on all aspects of Lasa's work. The reduction in spending at the national and local government level resulted in further reductions to funding streams which Lasa had formerly accessed to support our work. In addition, it resulted in an overall reduction in the funding available at a local level to support third sector organisations that purchase Lasa's services.

After 33 years of generous support from London Council's funding for our work ended in March 2017. However, funding from City Bridge Trust (as part of their Bridge Fund) enabled us to continue to provide advice and support across the capital on the importance of technology to build the capacity of organisations and improve their service delivery. In addition this helped – along with the support of the Legal Education Foundation to support our delivery of social welfare law support through rightsnet, advicelocal and our suite of web tools.

We continue to be active in influencing policy, for example through our work on rightsnet and through our close working relationship with, amongst others, the Law Centres Network, Advice Services Alliance and AdviceUK, as well as key agencies such as London Voluntary Services Council, NAVCA and NCVO. In addition, we were represented on the executive committee of the National Association of Welfare Rights Advisers, and are active participants in the Department for Work & Pensions' Stakeholder Forum.

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Annual Report for the year ended 31 March 2018

Lasa also continued to contribute to the campaign around access to justice and the monitoring of the effects of changes to Legal Aid and Social Security Law through the facilitation of the rightsnet online discussion forums and through our contact with the Legal Aid Practitioners Group, LawWorks, Bar Pro Bono Unit, Legal Action Group and the All Party Parliamentary Committee on Legal Aid.

In a difficult climate with huge pressures on funding we have been able to maintain many of our funding streams and generate income to continue the delivery of our vital support services.

During the year 2017-18 Lasa employed an average of 8 staff and continued to work with associates and in partnership to consolidate the delivery of our core services.

Social welfare law support services

Lasa's social welfare law support services provide advice, information and training to advice organisations across the UK. Each year we deliver support to tens of thousands of advisers working with some of the most disadvantaged and marginalised communities.

The government's welfare reform agenda, legal aid reform, and local authority and other funding cuts continue to have a significant impact on frontline advice organisations. However, whilst the shape and size of the advice sector is changing as a result, Lasa's social welfare law services are in a strong position to continue to meet adviser needs.

Indeed, with frontline advice organisations' facing increased pressures, there continues to be a high level of demand for our range of social welfare law support services, with thousands of advice organisations across the UK subscribing to our rightsnet website, accessing peer-to-peer support through our discussion forums and/or attending our training courses and workshops.

Rightsnet

Established in 1998, our rightsnet website (www.rightsnet.org.uk) provides a daily update service across 5 areas of social welfare law – welfare rights; debt; housing; employment and community care – delivering news and case law updates to thousands of frontline advisers, policy makers and staff of government departments across the UK.

In the last year the rightsnet team published more than 2,000 updates to the site providing user-friendly summaries of the latest statutory instruments, DWP and HMRC guidance, consultation and policy documents - all brought together and summarised within 24 hours of their issue - in addition to case law from the Upper Tribunal and the higher courts including the Court of Appeal, Supreme Court and European Courts.

Users of the service include frontline voluntary and community sector organisations (including every Citizens Advice in the country), law centres, local authorities, private practice solicitors, barrister chambers, the Tribunals Service, and the DWP.

Peer support

During the year we continued to provide online support for voluntary and community sector advisers across the UK to assist in their delivery of advice and guidance on social welfare law. We provided casework support, through our rightsnet discussion forums, to frontline advisers at a time when many advice organisations are finding it more and more difficult to find specialist services to refer their clients to.

Through our online forums advisers from across the UK are able to share their experience and expertise, supporting each other in finding answers to their case work queries for the benefit of their clients. In the last year advisers made over 10,000 contributions to the forums, which were viewed by others more than 3 million times. In this way the service achieves a reach and scale that would not be possible through more traditional means of delivery.

Our peer support work helps to demonstrate the key role that technology can play in helping third sector organisations remain effective and efficient deliverers of services. Harnessing the potential of online technologies to deliver advice support and information, broadening reach and reducing costs. This forms a vitally important part of our support offer to the sector designed to meet advice providers' needs.

Welfare benefits training

Our training team provided affordable and accessible welfare rights training events for a range of organisations including local and national charities, citizens advice, disability groups, local authorities, housing associations and legal firms.

In the last year we delivered our 'Welfare Benefits Overview' course aimed at advisers new to welfare benefits, as well as a series of welfare reform updates, including in relation to universal credit and personal independence payment. In addition, and also to support the professional development of those working in the sector, we launched a new online resource to help promote the training courses provided by other sector-based training providers.

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Daily updates

Available from our rightsnet website our daily email update - that is read by thousands of advisers across the UK - contains information designed to help advisers keep up to date with the latest social welfare law developments; sector job vacancies and volunteer opportunities; and training events.

Revenuebenefits

During the year we continued to work on our revenuebenefits website (www.revenuebenefits.org.uk). Funded by HMRC and delivered in partnership with the Low Incomes Tax Reform Group, the website provides frontline advice organisations with the latest information on a range of HMRC 'products', including tax credits, child benefit, and the national minimum wage.

Advicelocal

Our new UK-wide signposting and referral tool (advicelocal.uk) was launched in December 2017 with funding from the Esmée Fairbairn Foundation and the Access to Justice Foundation.

Advicelocal provides locally-tailored information and support across seven areas of social welfare law: welfare benefits and tax credits; council tax, including exemptions and discounts; debt and money advice; housing and homelessness; employment and work issues; disability and social care; and asylum and immigration. In addition, a 'Find an adviser' feature provides users with access to a free directory of local advice providers across the UK.

In 2017, advicelocal was a finalist in the 'Access to Justice through IT' category at the Legal Aid Lawyer of the Year awards.

Web tools

In response to feedback from frontline advisers, we've been working on the development of a series of web tools, all designed to support citizens' access to justice in relation to social welfare law issues.

Our web tools include:

- postcode-driven tools (socialcareinfo.net and counciltaxhelp.net) designed to help people find details of support available locally, national information about their rights and entitlements, and independent advice organisations in their area who can help them get the assistance they need;
- case law tools (pipinfo.net and wcainfo.net) designed to support people in dealing with questions relating to personal independence payment and the work capability assessment, helping people to make new claims, and to challenge decisions to refuse, or award a lower rate of, benefit.
- a web tool (universalcreditinfo.net) to help track the roll-out of universal credit across the UK, providing postcode-by-postcode information to help people check whether they can claim universal credit in their area (and the status of tax credits and other 'legacy' benefits), with links to information about how universal credit works, and to details of independent local advice organisations.

All of our webtools have been very warmly received and in the last year, have been used more than 1.5 million times. They are a low cost means of delivering vital information to end users. We are very keen to develop more of them in partnership with others to meet identified information and advice needs.

User Feedback on our services

'By far the fastest ... most user friendly way to keep right up-to-date' ... 'Essential to the job, I can't imagine being without it' ... 'Transforms welfare rights advice, it's absolutely brilliant' ... 'Seems to get better each week'

'In brief, I think rightsnet is the most wonderful tool ever, I would be lost without it. It is invaluable.' 'It's impossible to overstate the difference rightsnet has made to my work and how it has impacted on my clients. Suffice to say without having access to rightsnet, I probably wouldn't be in paid or unpaid advice work. rightsnet is the University of Welfare Rights.'

'rightsnet has not only helped improve the knowledge, quality and expansion of the area of my work, it has assisted me with providing third tier advice work, training and update information in order to help support and guide other advisers to help their clients. rightsnet has been a valuable source of reference for me, especially when I am unable to get access other materials needed in order to do my job adequately.'

'In brief, I think rightsnet is the most wonderful tool ever, I would be lost without it. It is invaluable.'

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'rightsnet is THE essential tool to keep up to date and to use as reference source, with links to legislation etc. I ensure that all my staff see relevant news items, on a daily basis.'

'rightsnet is an invaluable source of current and easily accessible information and source material for welfare rights advice and a useful sounding board for working through areas of uncertainty, particularly for those of us working on our own and having no other possibility of discussion on complex topics.'

'rightsnet is the first place I look for details of new regulations, caselaw etc. as it is so quickly updated it means I can spend more time advising other CAB workers on how to help their clients. The discussion forum is also helpful to identify new points to argue if a client has been refused benefit and is useful for the sharing of tips and tactics which clients ultimately benefit from.'

'rightsnet is by far the best place to get up to date information. It is also the best for information sharing. Good welfare rights advice often has knock on effects in other areas (e.g. in managing debt, or providing the support needed for someone to improve their lot by studying or training). Engaging in 'debates' on the forums has improved my confidence and my ability to research material. I take on cases of increasing difficulty and the outcomes are often very positive. I have saved people from eviction, and clients' improved financial situation has led to improvements in their health. For some, the process of having someone stand up for them either with authorities such as the DWP or at Tribunal has resulted in a change in attitude with all sorts of knock on effects. I would not be nearly so good at what I do if it had not been for rightsnet.'

'Without rightsnet I could not provide the current level of help and support to my team and to our clients. It gives us the confidence that our advice is correct and up to date. It allows us to anticipate changes in law so that we can act in a timely manner to ultimately maximise benefit entitlement. rightsnet is an invaluable tool in appeal work or indeed dealing with the complexities of law. Having use of rightsnet means we do not have to turn clients away ... It is hard to estimate the financial gains for our clients but it is a fact that without rightsnet our success rate would be lower and some enquiries could not be dealt with. ... I have used the site to help develop me professionally as well as other welfare rights workers. I highly recommend the website and its use in the provision of high quality welfare rights advice.'

'People receive better benefits advice through services such as rightsnet' (The Cabinet Office).

'As far as online services are concerned, there is little to beat rightsnet. This site contains a wealth of resources for people working in the welfare benefits field.' (Sweet & Maxwell, publishers of the Social Security Law Volumes).

'One site I love is rightsnet. This site brings together all the people in the UK who give people advice on their welfare entitlements. It's a place where you can find the latest news, share a new leaflet you have developed, download a resource developed by someone else, or seek the advice of your peers on an issue you are uncertain about. rightsnet creates a huge amount of value for citizens by linking up people with similar interests and aims, irrespective of what organisation they belong to.' (CISCO Systems).

'Sites like rightsnet ... provide ways for people to get access to information and informal advice online which would be very hard to get any other way' (Former Work and Pensions Minister).

'You provide a very comprehensive signposting service to individuals wanting to look at the social care on offer across a range of organisations in their postcode area.' - ME Association.

'I used this resource for the first time today and found a route to assisting a client regarding legal aid assistance. Very useful, saved me a lot of time making numerous calls. A very positive start. Good to see my own organisation featured too.' - Croydon Mencap.

'The local authority and national resources results work really well, as does the map. We have also tested the site on a mobile and it looks great.' - Carers Trust.

"Simply the best PIP resource on the net" - Local Authority Welfare Rights Service

"This is very helpful. Why can't DWP make benefits this simple?" - BBC journalist

"What a fabulous concept" - MP caseworker

"This is an excellent resource. Well done to all those involved": - Citizens Advice Middlesbrough

"Fantastic resource" - Citizens Advice Dorchester

"Another fantastic and invaluable resource" - Reading Community Welfare Rights Unit

"Wow, what a fantastic resource, thanks to all at rightsnet for this" - Age UK

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"I would like to let you know how useful ... students have found the pipinfo website to be ... a massively valuable resource" - Staffordshire University

"Just as you think Rightsnet can't get more superb! It just rolls on and gets even.....sorry run out of superlatives! Just keep on innovating!"

"I depend on Rightsnet so much, to keep me up to date with so many issues, resources, caselaw etc. The discussion forum is invaluable and a great source of information. "

"Couldn't imagine trying to provide advice without the rightsnet forums."

'@advice4local your website looks fantastic! So useful, easy to navigate and with lots of potential to grow! Alone in London.'

'Many thanks for this – a great resource.' Eaves Alice Project, Lifeskills

'Thank you for letting me know about your online service. It is extremely helpful to have information of this sort in the current economic climate. I will find out how we can put links to your website through our community pages. Yasmin Brett Cllr Cabinet Member for Communities.'

'We recently formed a network of local advice agencies so that we could bring together local providers to look at ways of improving services. We identified a lack of awareness among clients and professionals of the range and remit of available services so we planned to develop an online directory. However, once we heard about Lasa's plans for advice4local, and got to see the system in operation, we decided it ticked all the boxes. We therefore didn't see the need to develop a directory specifically for our borough. The range of features and search functionality is far beyond what we would have been able to achieve and the site is already proving to be a valuable resource.' Greenwich Community Advice Network (GCAN)

LasaTech

Lasa was a partner in the London Councils' funded project 'London for All' which helped organisations strengthen their knowledge and skills, and work more effectively to support their service users. The partnership led by the London Voluntary Services Council ended with the withdrawal of support to infrastructure organisations by London Councils at the end of March 2017. City Bridge Trust set up the Bridge Fund to support the organisations affected by this change and as a result we were able to continue to provide impartial technology advice and guidance to London's third sector via email, web and telephone enabling organisations to make the best use of technology to support the delivery of their services. We have also provided training – including webinars - and events to help demystify technology and help organisations use IT to achieve their goals.

Connecting Care

Our Connecting Care project was funded by the Department of Health until the end of March 2016 and helped charitable providers of adult social care to make the most of information and communication technologies. Over the three year project we encountered many of the same themes - there was a lack of knowledge, skills and investment in technology to support organisations, staff and service users. The organisations we met continued to stress how useful they found the project as a trusted and independent source of technology advice. However, the announcement by the Department of Health that the new round of available funding in 2017–18 would only support social prescribing means regrettably that the resources we developed could no longer be maintained.

AIMS contact management database

Our Advice & Information Management System (AIMS) is now in its 15th year and continues to meet the needs of a wide range of advice organisations.

AIMS enables advice services to accurately record and report on all the issues, work and outcomes relating to their client services. It is an essential tool in the effective management of advice organisations and client casework. We delivered training courses for users over the last year, as well as providing individual agencies with in-house consultancy visits. The telephone support line provided assistance on report design, classification issues and technical matters.

The free version and demonstration version of the database are available for download from www.lasa.org.uk/aims

"It's a great system, easy to use, helps with the case work, and has really useful reports. It has halved the time I spent collating information for management reports". Newcastle City Council Welfare Rights Service

"We think AIMS is great and we were keen to make even more use of it as an organisation. So we engaged AIMS' consultancy services to help us bring a new service on board, so we could all share the one database. We had a great experience and Phil really listened to what we were trying to do, understood our work and helped us set up some practical,

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easy ways for both projects to use AIMS. Everyone is happily using AIMS and all our work is covered." Royal British Legion

In response to user feedback we continue to develop AIMS to best meet the needs of users and to ensure that it supports them in their vital delivery of front line services.

Policy Development

During the year we continued the delivery of advice policy news on our rightsnet website and maintained close links with key partner organisations including AdviceUK, AgeUK, Youth Access, Citizens Advice, Child Poverty Action Group, Advice Services Alliance and the Law Centres Network.

Our rightsnet discussion forum also has an important social policy function, allowing advisers to share their experiences and highlight issues that are having a real impact on people's lives.

Future plans

Whilst the effects of public spending cuts and austerity continue to be felt across the sector and cuts in local government finance and national government spending will have impact on the funding available for both Lasa and our stakeholders our recent restructuring and consolidation of core services means that we are on a solid foundation for the coming year.

We continue to take steps to maximise our unrestricted income from rightsnet, training, consultancies and other projects and services, albeit in an increasingly difficult climate, and monitor changes to welfare benefits and developments around new technology that may provide opportunities for us to develop new services to meet the needs of the sector. Indeed, Lasa has a history of developing innovative ideas for new projects and programmes. The current overhaul of the benefits system, including the rollout of Universal Credit, means there will be no diminution in the sector's need for support and information services.

We will continue to engage with government on its plans for reform and to make the case for the essential value of advice support services.

Financial review

Lasa had net incoming resources on unrestricted funds, a surplus of £18,457 for the year. Together with the accumulated surplus brought forward from previous years, Lasa now has an accumulated surplus of £225,446 (2017 £206,989) on unrestricted funds.

During the course of the year although we were successful in securing grant funding to support much of our work, the much delayed announcement of a new funding round from the Department of Health (DOH) – that had previously supported our Connecting Care work – was focussed on social prescribing and as such was not available to support our previous work in driving digital engagement in the residential and nursing care sector.

There were no balances on restricted funds to be carried forward as at 31 March 2018 (2017 £0).

Principal funding sources

Lasa generates income from the services provided to front line advice organisations and from government organisations. These services are enhanced by the receipt of grants. Grants for the year, amounting to 44% (2017 43%) of the total income, were received from Baring Foundation, HMRC, City Bridge Trust, Trust for London, Access to Justice Foundation, Esmée Fairbairn Foundation and the Legal Education Foundation.

Pay Policy

Lasa seeks to ensure that staff are paid a salary that is commensurate with their role, and in keeping with equivalent roles in similar charities. Within Lasa staff fulfilling equivalent roles are paid the same salary. Lasa is a living wage employer and ensures that all staff are paid at least the London Living wage. Lasa reviews all salaries as part of the annual budget planning process to ensure that they have kept in line with the above principles, and so far as the budget will allow seek to make appropriate increases where that is required. A recommendation for any increases is made by the CEO to the Board of Trustees who then decides if that is both appropriate and affordable, and their decision is then implemented.

Key management personnel

Together with the Board of Trustees the key management personnel are the CEO and the Heads of Social Welfare Law and Fundraising and Monitoring. Total expenditure on these roles including travel loans is £174,050.

Investment Policy

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are no funds for long term investment. The policy of the Board of Trustees is to invest the amount that it has available together with grants received in advance in a special interest-bearing account with our normal bankers.

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Reserves Policy

The Board of Trustees has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby free reserves used for core Lasa projects and not committed or invested in tangible fixed assets held by the charity should be at least three month's budgeted expenditure (agreed by Trustees in 2016 that this is increased over the next 5 years to six months). This gives a target of £300,000. The free reserves are needed to meet the working capital requirements of the charity and the Board of Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in core funding.

The present level of unrestricted funds available to the charity is £225,446. However, as described in note 19, £75,000 has been allocated to a designated reserve (2017: £75,000) to manage any reduction in earned income and the ending of grant funding.

After taking this into account along with the value of fixed assets, free reserves stood at £148,423.

The Trustees agreed to set up the designated reserve to hold up to £75,000. The strategy is to increase free reserves from the current level to six months' and develop the designated reserve through planned operating surpluses over a number of years. The Board of Trustees also consider the extent to which existing activities and expenditure could be curtailed, should such circumstances arise, although there is no expectation that this will be necessary because of the financial protection that the designated reserve affords the charity.

Risk assessment

The Board of Trustees has agreed a risk management strategy, to highlight some of the key risks, which comprises:

- an annual review of the risks the charity may face
- the establishment of systems and procedures to mitigate against risks identified; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

Although many factors are considered the key risks that are actively managed are reductions in earned income and grant funding as well as the potential impact of the loss of key personnel.

Structure and governance

Lasa Charity UK Ltd is a company limited by guarantee governed by its memorandum and articles of association, last amended on 26 September 2006. It is registered at Companies House under the number 01794098. The Charity Commissioners have registered the company as a charity under the number 800140.

Governance issues

Lasa is governed by a Board of Trustees who met five times during the reporting period. The Board ensures that there is an appropriate strategic plan for the organisation and that this is carried out effectively. The day to day management of the charity is delegated to staff through the Chief Executive Terence Stokes.

During the year Jennifer Bernard was Chair of the Board, the Vice Chair was Annette Figueiredo. John Blandford resigned as Treasurer in November 2017 and was replaced by Andrew Flett.

A process is in place for new trustees to be provided with a detailed induction pack that includes relevant policies and procedures, insurance and contracts that the Board are party to together with a copy of the Memorandum and Articles of Association and other key documents. There is an annual away day for the Board and any new trustees are given a full induction (in a number of sessions) with the Chair and CEO of Lasa as well as opportunities to meet relevant staff and contribute expertise at all levels of the organisation.

The Board continued its procedure for declaring and recording conflicts of interest. Regular risk analyses were carried out covering both financial and other risk areas for Lasa. Policies and procedures continue to be reviewed and updated as appropriate.

Disclosure of Related Party

None of the trustees received remuneration or other benefits from their work with Lasa. The only related party transactions in the year related to reimbursed travel expenses as disclosed in Note 12 of the accounts.

Board of Trustees

The members of the Board perform the role of directors in company law and are the trustees in charity law. Those who served during the year were:

- | | |
|----------------------|------------------------------------|
| - Jennifer Bernard | Chair |
| - John Blandford | Treasurer - resigned October 2017 |
| - Annette Figueiredo | Vice-Chair |
| - Andrew Flett | Treasurer - appointed October 2017 |

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- Paul Lowenberg
- Mohammad Marashi
- Samantha Mauger
- Gary Vaux

Membership of the Board of Trustees is open to:

- a) not more than sixteen persons nominated by the members of the Company to serve on the Board by virtue of their direct experience of advice work or their particular skills, experience or other such qualification; and
- b) not more than 2 people co-opted by the Board of Trustees.

Each Board Member has one vote and the Chair has a second casting vote.

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Statement of the Board of Trustees responsibilities

Company law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the Board of Trustees are required to:

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

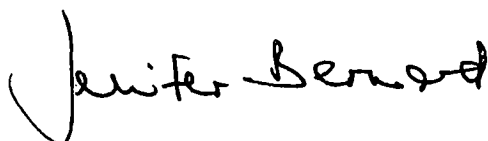
The Board of Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are also responsible for ensuring that the assets are properly applied in accordance with charity law.

In determining how amounts are presented within items in the Statement of Financial Activities and Balance Sheet the Board of Trustees have had regard to the substance of the reported transaction or arrangement, in accordance with generally accepted accounting principles or practice.

So far as the Board of Trustees are aware at the time the report is approved:

- there is no relevant financial information of which the company's examiners are unaware, and
- the Board of Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the examiners are aware of that information.

This report was approved by the Board of Trustees on the 26th June 2018 and signed on behalf of the Board of Trustees by:



Jennifer Bernard (Chair)



Andrew Flett (Treasurer)

LASA Charity UK Limited

Independent Examiners report for the year ended 31 March 2018

I report on the accounts of the company for the year ended 31 March 2018 which are set out on pages 13 to 24.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the ICAEW.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Susan Plumb

Susan Plumb ACA
Haines Watts Chartered Accountants
Old Station House
Station Approach
Newport Street
Swindon
SN1 3DU

Date *12 July 2018*

LASA Charity UK Limited

Statement of financial activities (incorporating Income and Expenditure account) for the year ended 31 March 2018

	Notes	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Income and endowments from:					
Charitable activities	2	267,611	229,881	497,492	477,430
Investments	4	97	-	97	268
Other trading activities	5	20,000	-	20,000	14,584
Total income		287,708	229,881	517,589	492,282
Expenditure on:					
Raising funds		23,790	-	23,790	10,302
Charitable activities	6	245,461	229,881	475,342	480,341
Total expenditure		269,251	229,881	499,132	490,643
Net income/(expenditure)		18,457	-	18,457	1,639
Transfer between funds		-	-	-	-
Net movement of funds		18,457	-	18,457	1,639
Reconciliation of funds.					
Total funds brought forward		206,989	-	206,989	205,350
Total funds carried forward		225,446	-	225,446	206,989

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 16 to 24 form part of these financial statements.

LASA Charity UK Limited

Balance sheet at 31 March 2018

	Notes	2018		2017	
		£	£	£	£
Fixed Assets					
Intangible assets	15		-		-
Tangible assets	16		2,023		4,661
Current Assets					
Debtors	17	93,083		113,063	
Cash at bank and in hand		<u>318,476</u>		<u>231,880</u>	
		411,559		344,943	
Creditors: Amounts falling due within one year					
Current Liabilities	18	(188,136)		(142,615)	
Net Current Assets		<u>223,423</u>	223,423	<u>202,328</u>	202,328
Total Assets less current liabilities			225,446		206,989
Net Assets			<u>225,446</u>		<u>206,989</u>
Funds					
Unrestricted Funds			225,446		206,989
Restricted Funds			-		-
Total Funds			<u>225,446</u>		<u>206,989</u>

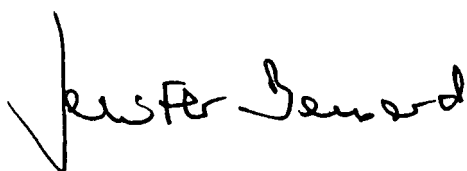
The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- (1) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- (2) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board of Trustees on the 26th of June 2018 and signed on its behalf by



Jennifer Bernard (Chair)



Andrew Flett (Treasurer)

The notes on pages 16 to 24 form part of these financial statements.

LASA Charity UK Limited

Statement of cash flows for the year ended 31 March 2018

	2018 £	2017 £
Cash flow from operating activities	66,499	(8,183)
Net cash flow from operating activities	66,499	(8,183)
Cash flow from investing activities		
Payments to acquire tangible fixed assets	-	-
Interest received	97	268
Rents received from investment properties	20,000	14,584
Net cash flow from investing activities	20,097	14,852
Net increase / (decrease) in cash and cash equivalents	86,596	6,669
Cash equivalents at 31 March 2017	231,880	225,211
Cash equivalents at 31 March 2018	318,476	231,880
Cash and cash equivalents consists of:		
Cash at bank and in hand	318,476	231,880
Cash equivalents at 31 March 2018	318,476	231,880
	-	-
Reconciliation of net income / (expenditure) to net cash flow from operating activities		
	2018	2017
Net income / (expenditure) for the year	18,457	1,639
Rents received from letting properties	(20,000)	(14,584)
Interest receivable	(97)	(268)
Depreciation and impairment of tangible fixed assets	2,638	2,639
Amortisation and impairment of intangible fixed assets	-	-
(Increase) / decrease in debtors	19,980	(33,734)
Increase / (decrease) in creditors	45,521	36,125
Net cash flow from operating activities	66,499	(8,183)

The notes on pages 16 to 24 form part of these financial statements.

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

GENERAL INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Watson House, 54 Baker Street, London, W1U 7BU.

1. ACCOUNTING POLICIES

A summary of the principal accounting policies, all of which have been applied consistently throughout the year and with the preceding year, is set out below.

1.1 Basis of preparation of financial statements

The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The presentational currency is sterling rounded to the nearest pound.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2015 – (Charities SORP FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006.

The charity constitutes a public benefit entity.

1.2 Going Concern

The 2018 - 2019 economic landscape remains uncertain. However, based on the available information on the future and the full knowledge of project funding already secured for the coming financial year and the consistent achievement of earnings targets, the directors consider that Lasa has the plans and resources to manage its business risks successfully, as it remains financially strong. After making enquiries, the directors have a reasonable expectation that the Company has adequate resources to continue its operations for the foreseeable future. For that reason, they continue to adopt the going concern basis in preparing the accounts.

1.3 Income recognition

Voluntary income comprises donations. This income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contracts for the provision of services and grant funding which is subject to specific performance conditions. Income from the provision of services is recognised as earned as the related services are provided and is stated after discounts and net of VAT. Grant income included in this category is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. It is only deferred when:

- The donor or grantor specifies that the donation or grant is to be used in future accounting periods, or
- The donor or grantor has imposed conditions which must be met before the charity has unconditional entitlement to its receipt.

Deferred income includes training fees and subscription income received in advance of the training taking place or the subscription being used.

Grants received for services and activities which are not completed at the year-end are included in income at the full amount and the unused portion is carried forward in net incoming resources at the end of the year.

1.4 Expenditure recognition

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied.

- Charitable activities include expenditure associated with specialised advice, training and ICT support services and include both the direct and support costs relating to these activities.
- Governance costs include the cost of the preparation and examination of the statutory accounts, the costs of trustees' meetings, the cost of any legal advice to trustees on governance or constitutional matters, and the cost of staff on these matters.

Support costs include central functions and have been allocated to activity cost categories on the basis of staff involved in the activity.

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

1.5 Tangible fixed assets and depreciation

Tangible fixed assets with a value of £1,500 or more are capitalised at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	20% to 33%	Straight line
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1.6 Intangible fixed assets

Intangible fixed assets with a value of £1,500 or more are capitalised at cost less amortisation. Amortisation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Website	-	20% to 33%	Straight line
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1.7 Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred on a straight-line basis.

1.8 Foreign currencies

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction. Exchange differences are taken into account in arriving at the operating surplus.

1.9 Funds structure

The charity has a number of restricted income funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose.

All other funds are unrestricted income funds. The funds held in each of these categories are disclosed in note 19.

1.10 Employee benefits

When employees have rendered service to the company, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service. Termination benefits, including redundancy costs, are recognised when the company has an obligation to pay the benefits and they can be measured reliably.

1.11 Pensions

The company has a defined contribution pension scheme. The company contributes 5% of gross salary to the scheme. The charge to the Statement of Financial Activities represents the amounts payable to the funds during the year.

1.12 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.13 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.14 Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. See Note 23 for further details.

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

2 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Grants	Other Income	2018 Total	2017 Total
	£	£	£	£
Technology Services	50,000	47,220	97,220	125,246
Social Welfare Law	179,881	220,391	400,272	352,184
	<u>229,881</u>	<u>267,611</u>	<u>497,492</u>	<u>477,430</u>

Income from charitable activities was £497,492 (2017 - £477,430) of which £229,882 (2017 - £175,690) was attributable to restricted and £267,611 (2017 - £310,740) was attributable to unrestricted funds.

Incoming resources above and total resources expended in note 6 include both restricted and unrestricted income and expenditure. Incoming and outgoing resources for restricted funds in note 19 only includes restricted income and expenditure.

Other income includes income from commissions, training courses, publications, and the sale of software licences.

3 GRANTS

	2018 Total	2017 Total
	£	£
Receivable in the year		
London Councils	-	88,724
Esmee Fairbairn Foundation	70,000	-
The City Bridge Trust	50,000	20,000
HM Revenues & Customs	25,000	27,500
The Access to Justice Foundation	11,992	-
Trust for London	20,000	19,576
Legal Education Foundation (LEF)	42,890	39,890
The Baring Foundation	10,000	-
	<u>229,882</u>	<u>195,690</u>

4 INVESTMENTS

	Unrestricted funds	Restricted funds	2018 Total	2017 Total
	£	£	£	£
Interest - deposits	97	-	97	268
	<u>97</u>	<u>-</u>	<u>97</u>	<u>268</u>

Income from investment was £97 (2017- £268) of which £nil (2017 - £nil) was attributable to restricted and £97 (2017 - £268) was attributable to unrestricted funds.

5 OTHER TRADING ACTIVITIES

	Unrestricted funds	Restricted funds	2018 Total	2017 Total
	£	£	£	£
Rental income	20,000	-	20,000	14,584
	<u>20,000</u>	<u>-</u>	<u>20,000</u>	<u>14,584</u>

Income from other trading activities was £20,000 (2017 - £14,584) of which £nil (2017 - £nil) was attributable to restricted and £20,000 (2017 - £14,584) was attributable to unrestricted funds.

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

6 ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Activities undertaken directly	Support costs	2018 Total	2017 Total
	£	£	£	£
Technology Services	64,695	28,915	93,610	101,813
Social Welfare Law	252,293	129,439	381,732	378,528
	<u>316,988</u>	<u>158,354</u>	<u>475,342</u>	<u>480,341</u>

£279,881 (2017 - £175,690) of the above costs were attributable to restricted funds. £195,461 (2017 - £304,757) of the above costs were attributable to unrestricted funds.

7 SUPPORT COSTS

	Raising Funds	Technology Services	Social Welfare Law	Total Funds 2018	Total Funds 2017
	£	£	£	£	£
Governance	662	4,263	19,082	24,007	15,475
Finance	1,046	6,742	30,180	37,968	20,860
Information technology	182	1,170	5,238	6,590	14,175
Human resources	513	3,306	14,801	18,620	7,751
Depreciation	73	469	2,098	2,640	2,639
Office costs (incl. rental)	1,876	12,087	54,108	68,071	51,901
Pension contributions	136	878	3,932	4,946	2,501
	<u>4,488</u>	<u>28,915</u>	<u>129,439</u>	<u>162,842</u>	<u>115,302</u>

Support costs are allocated to the project or activity on the basis of staff numbers involved in the project or activity.

8 GOVERNANCE OF THE CHARITY

	2018 Total	2017 Total
	£	£
Support costs	19,796	8,865
Independent examiner	1,380	4,300
Travel and subsistence	33	-
Insurance	1,868	1,581
Other costs	930	909
	<u>24,007</u>	<u>15,655</u>

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

9 OTHER GRANTS AND DONATIONS.

HMRC	Contributed £25,000	towards the Revenue Benefits Website
Legal Education Foundation	Contributed £ 42,890	towards the Rightsnet Online Peer Support Project
City Bridge Trust	Contributed £ 50,000	towards the Lasa's involvement in The Way Ahead
Esmée Fairbairn Foundation	Contributed £ 70,000	towards the Advicelocal project
The Baring Foundation	Contributed £ 10,000	towards the Mythbuster Web Tool
The Access to Justice Foundation	Contributed £ 11,992	towards the Advicelocal project
Trust for London	Contributed £ 20,000	towards the Rightsnet Online Peer Support Project

All of the above grants were given as restricted funds, are included in Note 19 as restricted income, and were fully expended within the year.

11 NET INCOMING/(OUTGOING) RESOURCES

	2018	2017
	£	£
Depreciation of chargeable fixed assets		
- owned by the company	2,638	2,638
Independent Examiner's Remuneration		
- for independent examination services	1,380	4,300
Operating lease rentals		
- land and buildings	39,389	39,978

12 TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND EXPENSES

The trustees neither received nor waived any remuneration during the year (2017: £Nil).

The total amount of employee benefits received by key management personnel is £174,050 (2017 - £174,050). The Trustees consider themselves, the CEO and the Heads of Social Welfare Law and Fundraising and Monitoring to comprise the key management personnel.

One trustee received reimbursed travel expenses of £32 during the year (2017: one trustee totalling £108).

13 STAFF COSTS

	2018	2017
	£	£
Staff costs were as follows:		
Wages and salaries	280,957	296,614
Social security costs	28,296	28,791
Pension costs	14,462	14,835
Redundancy payments	8,837	2,210
	<u>332,552</u>	<u>342,450</u>

The average number of staff during the year was as 7.8 (2017 – 8.25).

One employee received emoluments in the band £60,000 to £70,000 per annum (2017 – one).

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 2018

14 TAXATION

The company is a charity within the meaning of Paragraph 1, Schedule 6 of the Finance Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes. No tax charges have arisen in the charity.

15 INTANGIBLE ASSETS

	IT Software £	Total £
Cost:		
As at 1 April 2017	22,000	22,000
Additions	-	-
Disposals	(22,000)	(22,000)
As at 31 March 2018	-	-
Accumulated Depreciation		
As at 1 April 2017	22,000	22,000
Disposals	(22,000)	(22,000)
Charge for the year	-	-
As at 31 March 2018	-	-
Net book value		
As at 1 April 2017	-	-
As at 31 March 2018	-	-

16 TANGIBLE ASSETS

	IT Hardware £	Office Equipment £	Total £
Cost:			
As at 1 April 2017	7,916	5,669	13,585
Additions	-	-	-
Disposals	-	(5,669)	(5,669)
As at 31 March 2018	7,916	-	7,916
Accumulated Depreciation			
As at 1 April 2017	3,255	5,669	8,924
Disposals	-	(5,669)	(5,669)
Charge for the year	2,638	-	2,638
As at 31 March 2018	5,893	-	5,893
Net book value			
As at 1 April 2017	4,661	-	4,661
As at 31 March 2018	2,023	-	2,023

LASA Charity UK Limited
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2018

17 DEBTORS

	2018	2017
	£	£
Trade debtors	90,144	111,567
Prepayments and Accrued income	<u>2,939</u>	<u>1,496</u>
	<u>93,083</u>	<u>113,063</u>

18 CREDITORS

	2018	2017
	£	£
Trade Creditors	4,145	5,224
Other creditors	1,789	105
Accrued expenditure	23,694	18,481
VAT payable	35,181	16,385
Social security and other taxes	8,531	8,375
Deferred income	<u>114,796</u>	<u>94,045</u>
	<u>188,136</u>	<u>142,615</u>

DEFERRED INCOME

	2018	2017
	£	£
As at 1 April 2017	94,045	59,779
Amount released to incoming resources	(94,045)	(59,779)
Amount deferred in the year:		
Grants	10,000	18,382
Contracts, subscriptions and training income	<u>104,797</u>	<u>75,663</u>
	<u>114,797</u>	<u>94,045</u>

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 2018

19 STATEMENT OF FUNDS

	At 1 April 2017	Income	Expenditure	At 31 March 2018
	£	£	£	£
General fund	131,989	287,708	(269,251)	150,446
Designated fund	<u>75,000</u>	<u>-</u>	<u>-</u>	<u>75,000</u>
Total Unrestricted Funds	<u>206,989</u>	<u>287,708</u>	<u>(269,251)</u>	<u>225,446</u>
Restricted Funds				
Technology Services	-	50,000	(50,000)	-
Social Welfare Law	-	179,881	(179,881)	-
Total Restricted Funds	<u>-</u>	<u>229,881</u>	<u>(229,881)</u>	<u>-</u>
Total Funds	<u>206,989</u>	<u>517,589</u>	<u>(499,132)</u>	<u>225,446</u>

Restricted funds

Technology services

Undertakes specific projects and activities which receive restrictive funding, including City Bridge Trust (The Way Ahead project). Funds are received for activities within the technology advice project areas, and technology support services to the sector.

Social welfare law

Undertakes specific projects and activities which receive restrictive funding, including: Esmée Fairbairn Foundation (advice local project), Legal Education Foundation, Trust for London, HMRC, The Baring Foundation and The Access to Justice Foundation.

Funds are received for activities within the welfare rights service, rightsnet, advice local, revenue benefits website and the web tools.

Unrestricted funds

Designated Fund

Within the overall unrestricted fund valued at £245,446 (2017: £206,989) the trustees have created a designated fund, as outlined under the reserves policy. This is valued at £75,000 (2017: £75,000) leaving a free unrestricted fund balance on £148,423 (2017: £127,328).

20 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
Fund balances at 31 March 2018 are represented by:			
Tangible fixed assets	2,023	-	2,023
Current assets	411,559	-	411,559
Current liabilities	<u>(188,136)</u>	<u>-</u>	<u>(188,136)</u>
	<u>225,446</u>	<u>-</u>	<u>225,446</u>

LASA Charity UK Limited

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

21 OTHER COMMITMENTS

At 31 March 2018, the company had total future minimum lease payments under non-cancellable operating leases as follows:

	Land and buildings	
	2018	2017
	£	£
Within 1 year	29,000	40,000
Within 2-5 years	-	-
	<u>29,000</u>	<u>40,000</u>

22 CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

At the end of the year there were no other capital commitments, contingent liabilities or other financial commitments for which full provision has not been made in these financial statements

23 FINANCIAL INSTRUMENTS

At the balance sheet date, the Charity held the following:

Financial Assets

Financial assets that are debt instruments measured at amortised cost comprise the following items:

	2018	2017
	£	£
Cash at bank and in hand	318,476	231,880
Trade debtors	90,144	111,567
Accrued income	2,939	1,496
	<u>411,559</u>	<u>344,943</u>

Financial Liabilities

Financial liabilities measured at amortised costs comprise the following:

	2018	2017
	£	£
Trade Creditors	4,145	5,224
Other creditors	1,789	105
Accrued expenditure	23,694	18,481
	<u>29,628</u>	<u>23,810</u>

24 RELATED PARTY TRANSACTIONS

No related party transactions took place during the year