

LawWorks Membership Brochure



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LawWorks

Access to justice
through free
legal advice

Members

- Law firms
- In-house
- Advice agencies
- Law schools

Policy voice

- Access to justice
- Regulation
- Law reform
- Parliamentary work

Programmes

- Not-for-profits
- Clinics
- Secondary specialisations

Support

- Specialist resources
- Networking
- News updates
- Awards
- Legal and skills training

About Us

LawWorks (the Solicitors Pro Bono Group) is a charity committed to enabling access to justice through free legal advice.

We **encourage, facilitate, support and celebrate** the contribution of pro bono (by solicitors, law students and others) across England and Wales. While pro bono is not, and should not become, an alternative to legal aid, it makes an important contribution to accessing legal information, advice and representation.

WHY LAWWORKS?

LawWorks connects volunteer lawyers in England and Wales both with people in need of legal advice, who are not eligible for legal aid and cannot afford to pay, and with not-for-profit organisations that support them or their communities. Our work is informed by advice and support needs, developed in collaboration with partners and stakeholders, and delivered by a network of committed volunteer lawyers and law students.



LawWorks have given useful exposure to a different variety of work from the normal chargeable work

INTERNATIONAL FIRM

WE AIM TO

- Facilitate and support pro bono legal services and access to justice for people in need and without the ability to pay;
- Promote, facilitate and develop pro bono activities across the solicitors' profession and at law schools in England and Wales;
- Connect smaller charities and not-for-profit organisations with pro bono legal services and enabling them to deliver their mission;
- Address barriers to pro bono, and add our voice to policy change and pursue access to justice for all.



A great way to give back to the community

REGIONAL FIRM

WHY PRO BONO?

For many, pro bono is an essential part of being a lawyer. It is an opportunity to use valuable professional skills and knowledge to support vulnerable individuals and communities. Pro bono can help build skills and confidence, develop teams and offers the chance to test oneself as a lawyer, perhaps in a new environment. It is a rewarding experience, both for the beneficiaries and for those offering help.



LawWorks provide us with a range of support and insight on leveraging pro bono opportunities

ADVICE CHARITY



My colleague has just finished her first "assignment" and has high praise for how efficient and supportive LawWorks were

IN-HOUSE TEAM

Our Members

LAW FIRMS/IN-HOUSE LEGAL TEAMS

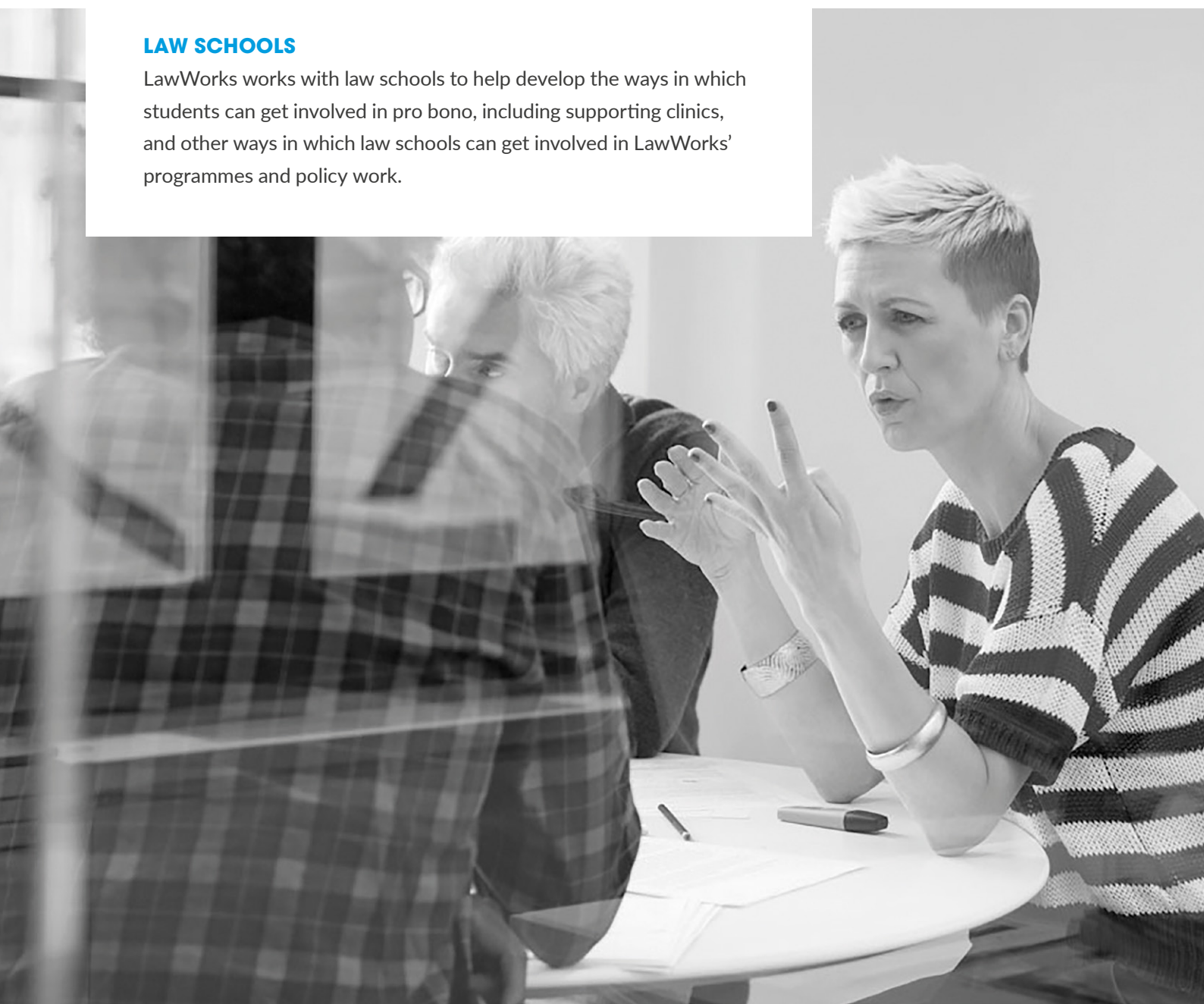
LawWorks supports law firms and in-house legal teams to achieve the highest quality pro bono work. We work to develop an impactful programme that fits with your CSR objectives and engages your whole team. Regardless of your team's expertise, there is training and support available to fulfil pro bono opportunities.

ADVICE AGENCIES

LawWorks works with advice agencies as part of our growing network, including several local Citizens Advice and Law Centres, which often support individual clinics.

LAW SCHOOLS

LawWorks works with law schools to help develop the ways in which students can get involved in pro bono, including supporting clinics, and other ways in which law schools can get involved in LawWorks' programmes and policy work.



Benefits of Membership

LEGAL AND PROFESSIONAL SKILLS TRAINING

and access to online training resources, videos and other information

NOT-FOR-PROFITS PROGRAMME

supports smaller charities in need of specific legal advice and provides opportunities for other lawyers to help charities

SECONDARY SPECIALISATION PROGRAMME

provides opportunities to advise and represent vulnerable clients

CLINICS PROGRAMME

provides support & opportunities to volunteer at established clinics or set up your own

POLICY AND ADVOCACY WORK

on access to justice, law reform and legal education

NETWORKING OPPORTUNITIES

include the LawWorks Forum for pro bono co-ordinators, roundtables and other engagement events

NEWS and information bulletins, LawWorks Weekly, LawWorks Quarterly and other updates

SPECIALIST RESOURCES

including regulatory guidance and pro bono practice online tools and support

NATIONAL PRO BONO AWARDS

recognise and celebrate the achievements in legal pro bono undertaken by organisations and individuals in England and Wales

Our Programmes

NOT-FOR-PROFITS PROGRAMME

ABOUT

The Not-for-Profits Programme brokers legal advice to smaller not-for-profit organisations on a wide range of legal issues, to support the continuation and expansion of their services to people in need.

Issues tackled by these organisations vary enormously but commonly deal with poverty, disability, abuse, social exclusion, and special education needs.

There are two main ways in which lawyers can volunteer on this programme:

- **Casework:** discrete, one-off pieces of assistance ranging from reviewing a lease or drafting a contract, to updating a constitution or advising on rights in a dispute.
- **Honorary Counsel:** opportunities to provide longer-term pro bono assistance by matching small not-for-profit organisations with their own 'Honorary Counsel' to carry out health checks of documents and to be a point of contact for initial advice.

HOW WE HELP YOU

- Robust eligibility checks and application procedure to ensure that organisations are matched with volunteer lawyers with relevant experience;
- LawWorks staff are a phone call away to assist with any issues that may arise;
- Continuously evaluate experiences of the service to develop and improve it.

We understand that lawyers' capacities constantly change and so volunteers are able to select cases as and when they have the capacity to do so. There is no obligation to take on a case we offer you.

PROCESS

1. LawWorks assesses applications for legal advice, check they meet our eligibility criteria and gather relevant background information and documents.
2. Emails containing initial briefings, with the option to request further information and documents, are sent regularly: fortnightly for casework and monthly for honorary counsel.
3. Volunteer lawyers then indicate which cases they would like to take on. For casework they have three days to bid; for honorary counsel, ten days.
4. We remain available to help, should any issues arise, and evaluate experiences of the service.

**Over 600 Not-for-Profit organisations
matched with volunteer lawyers since 2016**

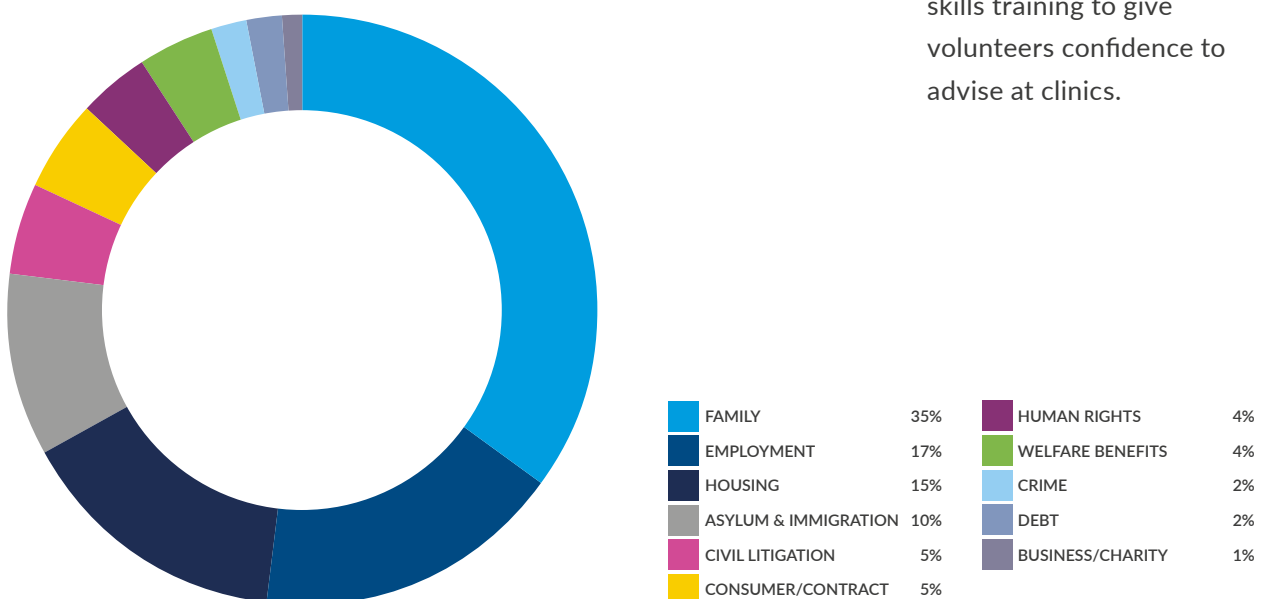
CLINICS PROGRAMME

The LawWorks Clinics programme provides consultancy and assistance to help organisations establish and support free legal advice sessions provided by volunteer lawyers and law students (known as 'clinics'). We help to set up new, sustainable clinic partnerships between law firms, in-house legal teams, law schools and advice agencies to help address unmet legal need in local communities, working with both member and non-member organisations.

Each clinic is unique and runs its services differently; this can be as a drop-in or appointment-based service, running weekly, fortnightly or monthly and delivers general legal advice or targeted to specific legal areas of social welfare law. Most clinics operate on a face-to-face basis, with some offering telephone and web-based services. Organisations can set up their own clinic, or their volunteer solicitors can be assisted to join an established clinic.

The LawWorks' Clinics Team supports the LawWorks Clinics Network, with over 260 clinics across England & Wales; this provides us with the independent knowledge and expertise to help members realise their pro bono potential within a clinic setting.

MOST COMMON AREAS OF ADVICE GIVEN AT CLINICS



HOW WE HELP YOU

- Assistance and troubleshooting through specific issues, including advice on best practice in pro bono clinics.
- Free and discounted access to a range of training and information resources, 'The Knowledge Centre', LexisNexis, PSL and IntraLinks.
- Monthly email updates with briefings and news on the latest developments relevant to clinics.
- Invitations for regular support and networking opportunities; e.g. clinic roundtables, clinic conferences.
- Legal knowledge and skills training to give volunteers confidence to advise at clinics.



PRO BONO FOR STUDENTS

LawWorks aims to encourage the involvement of law schools and their students in pro bono activity. Together we aim to create an enduring pro bono culture amongst law students and law schools, instilling the ethos of pro bono in the next generation of lawyers.

We work with law schools and clinics to help develop ways in which students can get involved in pro bono. Advice clinics in law schools are a fantastic opportunity for students to get real-life experience working on client cases. LawWorks has several years of experience assisting law schools to set up legal advice clinics, and is happy to support student clinic activities.

Benefits of student pro bono include:

- Developing practical legal skills, such as interviewing clients and drafting of legal advice letters;
- Developing the ability to recognise and research real legal queries for clients;
- Developing links to legal professionals, firms and advice agencies;
- Adding value to training contract and pupillage applications.



Secondary Specialisation

ABOUT

Secondary specialisation builds on the foundation of frontline advice by enabling pro bono solicitors from member law firms and in-house teams to provide in-depth case work and representation for vulnerable clients. LawWorks arranges training, and our team of specialist solicitors supervise volunteer lawyers to advise and represent vulnerable clients in specific areas of social welfare law.

If you are interested in developing advocacy skills, learning a new area of law, taking on pro bono casework with training and on-going supervision, and providing vital support to vulnerable clients, secondary specialisation can offer all these.

HOW WE HELP YOU

In collaboration with clinics from our network, Law Centres, advice agencies, charities and local legal aid firms, we triage cases, assessing their merits and the client's suitability. Once a referral to LawWorks has been made, eligible clients are matched with volunteer lawyers with the knowledge and confidence to deal with the case. Support is available from LawWorks to volunteer lawyers participating in our project and includes:

- Supervision from one of our in-house specialist solicitors;
- Access to a peer support group of volunteers involved in the same project;
- Tailored training for cases;
- Professional indemnity insurance;
- Capacity to take on cases as a non-commercial legal entity;
- Impact assessment and evaluation.

WELFARE BENEFITS ADVOCACY PROJECT

Our referral partners identify clients in need of representation at the First-tier Tribunal and refer to LawWorks.

We train pro bono lawyers who, in pairs, are supervised by our in-house solicitor to conduct end-to-end casework, taking the client through preparation and representing them at the tribunal hearing.

UNPAID WAGES PROJECT

LawWorks receives unlawful deduction from wages cases ('unpaid wages cases') from referral agencies. LawWorks then assigns the cases to trained volunteer lawyers.

The volunteer lawyers are supported and supervised by an experienced in-house employment lawyer at LawWorks.

VOICES FOR FAMILIES

Underpinning the legal rights for children who are life limited and their carers is the requirement under national and international law that they should be supported to live "ordinary lives".

Our purpose is to deliver a project that assists children, young people and their families to obtain legal advice and ensure their rights are protected and enforced. Volunteer lawyers will manage casework or set up a clinic in a local children's hospice, with the support of LawWorks. The project is run jointly by LawWorks and the charity Together for Short Lives.

Our Policy Voice

LawWorks provides a policy voice on issues concerning access to justice and barriers to the provision of free legal advice. Our members' specialist expertise assists LawWorks in developing well informed policy briefings and submissions.

Through policy, research and advocacy work we aim to:

- Communicate a positive message to government, regulators and professional bodies about the value of pro bono and its contribution to access to justice, whilst being clear about its limits;
- Address systemic issues that drive the need for free legal advice and support, and the barriers that people experience in seeking access to justice;
- Understand and shape the landscape in which pro bono operates, recognising and developing the evidence base on the scale of unmet need.

PRO BONO AND ACCESS TO JUSTICE

We work collaboratively with others (e.g., as partners with the Litigants in Person Support Strategy) to influence policy and practice in the civil and family justice systems. We act as part of a network of advice, support and information agencies complementing a broader legal aid provision and the formation of a justice system better designed to meet the needs of its more vulnerable users.

REGULATION AND THE LEGAL SERVICES MARKET

We work with regulators, training providers and legal professional bodies to encourage a favourable environment for pro bono, and to support quality and high standards in pro bono work whilst minimising regulatory barriers.

LAWWORKS AND REFORM

Pro bono cannot solve the bigger problems that drive legal need – sometimes public policy changes rather than legal advice may be needed to solve the problems of pro bono clients. Where appropriate, and based on evidence from clinics and our member network, we can add a pro bono voice to calls for policy change.

PARLIAMENTARY WORK

LawWorks provide the Secretariat to the All-Party Parliamentary Group on Pro Bono and Public Legal Education. We provide briefing for MPs and peers on topical issues and legislation, and engage with relevant Select Committee inquiries.



Our Awards

Every year LawWorks organise two major award events for pro bono achievement: the Attorney General Student Pro Bono Awards and the LawWorks Pro Bono Awards.

You can find out more about the awards on our website:
<https://www.lawworks.org.uk/about-us/news/lawworks-awards>

PRO BONO AWARDS

Our annual Pro Bono Awards recognise and celebrate achievement in legal pro bono undertaken by firms and organisations (large and small), in-house teams and individuals, and the dedication and commitment of the legal sector to positively impact individuals and communities.



LAWWORKS AND ATTORNEY GENERAL STUDENT PRO BONO AWARDS

Our student awards celebrate the exceptional contribution of law students and law schools to pro bono legal advice.

The awards incorporate the Access to Justice Foundation award for an educational body or student which has made a significant contribution to promoting access to justice. The winners of the LawWorks and Advocate Law School Challenge, which raises funds for both charities, are also presented with an award at the event.



Pro Bono Case Studies:



NOT-FOR-PROFITS PROGRAMME - “LIVING WITHOUT ABUSE”

About: Living Without Abuse (LWA) is a Leicestershire and Rutland based charity providing support to men and women experiencing, or fearing, violence and abuse from a partner, ex-partner, or a family member.

Case: Due to cuts in funding, LWA wanted to form a consortium with two other charities to bid for a large tender put out by their local councils for domestic and sexual violence services. LWA applied to LawWorks seeking advice about how to form the consortium and for assistance with drafting the necessary documents to formalise the arrangements.

Resolution: The matter was taken on by a LawWorks member firm who advised on the formation of the joint venture and helped with the subsequent drafting of relevant documents and articles. LWA said the volunteer lawyers were “brilliant” – they were quick to respond, very receptive and easy to communicate with and understood what was wanted. The joint venture was successfully incorporated as United Against Violence and Abuse and the consortium won the major domestic services tender in the Leicestershire area – a fantastic result for everyone.

SECONDARY SPECIALISATION - “PETER’S STORY”

About: Peter had struggled with chronic depression and anxiety for most of his adult life. He was entitled to the Disability Living Allowance (DLA) for which he was reviewed three times and finally awarded indefinitely.

Case: Peter was invited to migrate to Personal Independence Payment (PIP) as DLA was being phased out. After a short interview with an assessor, Peter was informed that one component of his PIP had been removed completely and the other had been substantially reduced.

Resolution: Unable to pay for a solicitor and with no legal aid available, Peter sought help with challenging the decision from an advice agency, which was able to put him in touch with LawWorks. LawWorks matched Peter with trained volunteer solicitors, who with LawWorks’ supervision prepared submissions to the tribunal and attended the hearing with him. The judge stated that she believed that the Department for Work and Pensions had “ignored the clear medical evidence regarding [Peter’s] mental health” put before them. Both PIP components were reinstated, with one at the higher rate.

Membership fees

Our membership fees vary by type of organisation and factors such as the number of fee earners. There are a number of categories, including for in-house teams, smaller firms, legal aid firms and not-for-profit organisations and charities.

Membership is for 12 months – the following are the fees for joining/renewal in 2019 and 2020.

FIRMS WITH THEIR HEAD OFFICE IN LONDON (BY NUMBER OF FEE EARNERS BASED IN ENGLAND AND WALES)

Very large firm (1000+ fee earners)	£9,180.00 + VAT
Large firm (501-1000 fee earners)	£6,120.00 + VAT
Medium/large firm (301-500 fee earners)	£3,774.00 + VAT
Medium firm (101-300 fee earners)	£2,550.00 + VAT
Medium/small firm (51-100 fee earners)	£1,020.00 + VAT
Small firm (21-50 fee earners)	£765.00 + VAT
Very small firm (under 20 fee earners)	£102.00 + VAT

FIRMS WITH AN ENGLISH REGIONAL HEAD OFFICE (BY NUMBER OF FEE EARNERS BASED IN ENGLAND AND WALES)

Very large firm (500+ fee earners)	£3,060.00 + VAT
Large firm (301-500 fee earners)	£2,040.00 + VAT
Medium/large firm (101-300 fee earners)	£765.00 + VAT
Medium firm (51-100 fee earners)	£408.00 + VAT
Small firm (up to 50 fee earners)	£102.00 + VAT

INTERNATIONAL FIRMS:

International Firm – over 40 fee earners in the UK	£3,060.00 + VAT
International firm – 21-40 fee earners in the UK	£2,040.00 + VAT
International firm – 20 fee earners and under in the UK	£1,020.00 + VAT

IN-HOUSE TEAMS:

In-house teams - with 40 lawyers or over	£1,020.00 + VAT
In-house teams - with fewer than 40 lawyers	£510.00 + VAT

LEGAL AID FIRMS:

Legal Aid Firms (50%+income Legal Aid contracts)	£102.00 + VAT
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FIRMS WITH A WALES HEAD OFFICE:

With funding from the National Lottery Community Fund, we are pleased to be able to offer free membership of LawWorks Cymru to organisations with a head office in Wales.

NOT-FOR-PROFIT ORGANISATIONS/CHARITIES/ADVICE AGENCIES:

Not-For-Profit organisations	£51.00 + VAT
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OTHER MEMBERSHIP CATEGORIES:

Public Sector body	£102.00 + VAT
Educational Institutions – 3 or more sites	£1,020.00 + VAT
Educational Institutions – less than 3 sites	£408.00 + VAT

FAQs

Does becoming a LawWorks member involve any commitment or obligation on our part?

We are keen to encourage and support our members to do pro bono and to access member benefits, but there is no obligation to do so. Some organisations join LawWorks because they want to support our charitable work (e.g., to enable access to justice) or they may be planning to do pro bono at some time in the future.

Does membership create any legal relationship between us and LawWorks (e.g., voting at AGMs)?

Unlike some charities, LawWorks members are not legally part of the charity (e.g., members do not vote at our Annual General Meeting). Our members share or support our passion to enable access to justice, but members do not need to 'sign up' to a formal statement of aims or purpose. In our 'policy voice' work (e.g., responding to consultations), we do not claim to represent our members or their views (unless illustrated, with prior consent, by specific case studies, quotes or examples).

In addition to income from membership, how is LawWorks funded?

The income from membership, and the involvement and 'in kind' support of our members, makes a vital contribution to our work. We are also kindly supported by the Law Society of England and Wales, and we receive funding from trusts, foundations, individual donations and sponsorship. As a partner organisation in the Litigants in Person Support Strategy, we also receive funding from the Ministry of Justice. We are registered with the Charity Commission under our legal name: the Solicitors Pro Bono Group.

As well as becoming a member, are there additional or alternative ways we can help or support LawWorks?

Definitely! You may prefer to make a donation, hold

a fundraising event or sponsor a LawWorks event or publication. We welcome and receive a lot of 'in kind' support, from free meeting rooms and venues (e.g., for our training sessions and events), free or discounted services and offers of training.

We are interested in pro bono but securing the necessary professional indemnity insurance may be an issue – can LawWorks help?

LawWorks has an insurance policy which, at our discretion, may be extended to independent clinics in the LawWorks Clinics Network (when insurance is not otherwise available). Insurance is available for the programmes and pro bono volunteers we directly support – e.g., our Not-for-Profits programme and 'secondary specialisation' projects. In addition, again at our discretion and when insurance is not otherwise available, we can provide free insurance for pro bono projects that are 'registered' with LawWorks and being undertaken by a LawWorks member.

How much does it cost to become a member of LawWorks?

Membership is based on an annual fee (invoiced annually) and varies by type of organisation and factors such as the number of fee earners (if applicable) – further details are on **page 14** of this brochure.

I want to know more about pro bono and LawWorks – how can I find out more.

Information about pro bono (and how to get involved) is available on our website at: www.lawworks.org.uk Our website includes, for example, a directory of independent clinics in the LawWorks Clinics Network. There are also a number of LawWorks' contact details on **page 16** of this brochure.

Contacts

MEMBERSHIP

Enquiries

membership@lawworks.org.uk

PROGRAMME INFORMATION

Not-for-Profit Programme:

nfp@lawworks.org.uk

Clinics Network:

clinics@lawworks.org.uk

Secondary Specialisation:

matt.hunt@lawworks.org.uk

Policy Voice:

james.sandbach@lawworks.org.uk

Training:

richard.pitkethly@lawworks.org.uk

SOCIAL MEDIA

Website www.lawworks.org.uk

LinkedIn www.linkedin.com/company/lawworks

Twitter [@Law_Works](https://twitter.com/Law_Works)

WAYS TO SUPPORT LAWWORKS

LawWorks is grateful to the support of trusts and foundations, as well as the donations and fundraising efforts of individuals and organisations. If you would like to support our work, please contact Kate Buchanan:

e: kate.buchanan@lawworks.org.uk

t: 020 7092 3947.

REGISTERED CHARITY NUMBER 1064274





