

## SOURCES OF ADVICE LEAFLET - NORTH WEST ENGLAND

### January 2026

Although Employment Tribunals are used to dealing with parties who are unrepresented and our procedure is relatively informal, many cases are more complex than they may seem. The Tribunal staff and Judges will do what they can to ensure your case is given a fair hearing, but we cannot give you legal advice.

#### How to bring your claim

Please look at these **explainer videos** by clicking on the link. They give clear advice for litigants about different types of claims and explain how to bring your claim in Employment Tribunal. [Employment Tribunal Explainer Videos](#)

#### Organisations which may help.

This is a list of some organisations where you may be able to get free advice and/or representation. The organisations give different types of help. Some offer legal advice. Some may represent you at the hearing. Some only offer emotional support. The websites usually explain what kind of help can be given. Advice and guidance from an experienced adviser before the case is heard can be just as valuable as representations at the hearing itself.

We cannot guarantee that any of these organisations will be able to help you. Many of them may be very busy. We are also not responsible for the content or quality of any advice or help which you do receive. Please note that we do not delay cases to allow any extra time for you to get assistance.

If you are a member of a trade union, they may be able to help you.

If you have household, car or other insurance cover, check if you have legal expenses insurance, which can cover an Employment Tribunal case.

Some solicitors, barristers or other representatives offer a 'no win, no fee' service.

#### Guidance & Useful Information

<b>The Employment Tribunal</b>	<a href="#">Employment Tribunals (England and Wales) - Courts and Tribunals Judiciary</a> <a href="#">Employment Tribunal - GOV.UK</a>
<b>General Guidance on how the Tribunal expects you to prepare for a hearing is found in the Presidential Guidance</b>	<a href="#">Practice Directions and Guidance for Employment Tribunals (England and Wales) - Courts and Tribunals Judiciary</a>
<b>Enquiries (England and Wales)</b> Telephone: 0300 323 0196	Enquiries (England and Wales) PO Box 11225, Crown House, Loughborough LE11 9PX

#### National Advice Agencies

##### Advocate (formerly the Bar Pro Bono Unit)

The Bar Pro Bono Unit is now known as Advocate. It is the national pro bono charity of the Bar. They offer free advice, drafting and/or representation from barristers for applicants who cannot get legal aid and cannot afford to pay for legal assistance. Whilst referrals from advice agencies, solicitors and MPs are still welcomed, applicants can now apply to Advocate directly at: <https://weareadvocate.org.uk/apply-for-help/how-our-service-works.html>

Applicants can apply using this [online application form](#), or by completing an application form offline and sending this via email or post, alongside key documents. They typically require at least three weeks to process applications, starting from when they have all of the information that they need.

### **Free Legal Advice Unit (FRU)**

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

FRU may offer free representation at the Tribunal hearing. Please note you cannot contact FRU direct. An advice agency such as Citizens Advice Bureau needs to make a referral on your behalf.

### **Law Centres**

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

The address of a law centre nearest to you is available on the website or you can telephone the Law Centres Network on 020 7842 0720. Specific centres operating in North West England and offering employment advice are listed later in the leaflet.

### **Citizens Advice Bureau**

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

The address of a Bureau nearest to you is available on the website. You can also look up Citizens Advice's self-help website, which has very clear advice, at [www.adviceguide.org.uk](http://www.adviceguide.org.uk)

Some Citizens Advice Bureaux give specific employment advice to individuals.

**Salford Citizens Advice Bureau** may do so: Website: <https://www.salfordcab.org.uk> Telephone No: 0808278802 between 09.00am and 4.00pm Monday to Friday or 6-9pm Mon- Fri on 0161 850 5053.

### **Equality Advisory and Support Service**

[www.equalityadvisoryservice.com](http://www.equalityadvisoryservice.com)

The helpline is on 0808 800 0822 (free phone). It is open Monday to Friday 9am to 7pm and Saturday 10am to 2pm. This is only for discrimination cases under the Equality Act.

### **Employment Tribunal Litigant in Person Support Scheme**

[ELIPS litigants](#) | [Employment Lawyers Association \(UK\)](#) ([elaweb.org.uk](http://elaweb.org.uk))

This is a scheme run by the Employment Lawyers Association which offers free 40-minute appointments for legal advice to unrepresented litigants.

Online clinics are run from 9am-12 noon and from 1-4pm in slots of approximately 40 minutes via Zoom usually on the first and third Thursdays of each month.

Clinics will be available to unrepresented litigants in person who have a live claim in the Manchester Employment Tribunal who have a hearing, case management order or judicial mediation generally within two weeks of the date of a clinic. (NB: ELIPS is unable to advise in relation to appeals).

To request to book an appointment, please contact the Pro Bono Administrator ([elips@elaweb.org.uk](mailto:elips@elaweb.org.uk)) at least two weeks prior to the date of the clinic you are eligible to attend (please attach a copy of your Notice of Hearing or Case Management Order to your email confirming the date).

If an appointment is available, you will be contacted with further information.

The scheme anticipates demand for appointments at online clinics will be extremely high and slots are limited. They are only able to deal with bookings on a first come first served basis therefore, if you do not hear from them by 4pm on the Thursday prior to the date of the clinic you have requested to attend, unfortunately you have not been able to secure an appointment at that clinic and they advise that you seek assistance elsewhere (or ask for an appointment on the next clinic date for which you will be eligible).

**Law Works:**

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

Law Works is a charity working to connect volunteer lawyers with people in need of legal advice who cannot afford to pay. Their advice clinics in NW England are based in Universities and are listed later in this leaflet. See also [www.lawworks.org.uk/legal-advice-individuals/find-legal-advice-clinic-near-you](http://www.lawworks.org.uk/legal-advice-individuals/find-legal-advice-clinic-near-you)

**Support through Court**

[Home - Support Through Court](#)

Tel 0300 081 0006

Available Monday to Friday 9:30am to 4:30pm (closed 12:30-1:30pm)

Support through Court does not give legal advice, but it provides moral support and practical assistance. It can help you by explaining procedures and helping to complete documents for remote and in person hearings.

## Law Centres in NW England

These centres listed below offer advice on employment disputes. Remember to telephone or email to seek advice. Many centres are operating only on this basis.

**Cumbria Law Centre**

8 Spencer Street  
Carlisle  
Cumbria  
CA1 1BG

Telephone No: 01228 515129

Email: [reception@cumbria-law.org.uk](mailto:reception@cumbria-law.org.uk)

Website: <https://www.cumbrialawcentre.org.uk>

**Derbyshire Law Centre**

1 Rose Hill East  
Chesterfield  
S40 1NU

Telephone No: 0800 707 6990 (freephone) or  
01246 550674

Website: <https://derbyshirelawcentre.org.uk>

**Greater Manchester Law Centre**

669 Stockport Road  
Longsight  
Manchester  
M12 4QE

Telephone No: 0161 769 2244

Email: [employmentadvice@gmlaw.org.uk](mailto:employmentadvice@gmlaw.org.uk)

Website: [Home - Greater Manchester Law Centre – Greater Manchester Law Centre \(gmlaw.org.uk\)](#)

## Employment Law Advice based at Universities in NW England

Check the website then telephone or email/complete the online form for these clinics. Advice may be via phone/email/video/in person appointment. Most operate in university term time only – Oct-Dec, Jan-March/April.

**University of Central Lancashire Law Clinic (UCLAN Law Clinic)**

Website: [Legal Advice Clinics and Mediation - UCLan](#)

Email: [lawclinic@uclan.ac.uk](mailto:lawclinic@uclan.ac.uk)

This is a free advice service provided by university students studying at the University Law School. There is no face-to-face clinic at present but virtual appointments may be possible.

### **Lancaster University Law Clinic**

The Law Clinic operates between October and March to provide advice to members of the public from university students. There are no face-to-face appointments at present due to the pandemic. To access the clinic, complete the online appointment request form to seek an online appointment.

Website: [Home - Lancaster Law Clinic](#)

Email: [lawclinic@lancaster.ac.uk](mailto:lawclinic@lancaster.ac.uk)

### **Manchester University Legal Advice Centre**

Website: [Legal Advice Centre - The University of Manchester](#)

Address:

The Justice Hub  
School of Law  
University of Manchester  
188 Waterloo Place  
Oxford Road  
Manchester  
M13 9PL

Telephone No: 0161 275 7976

Email: [free.legal@manchester.ac.uk](mailto:free.legal@manchester.ac.uk) or complete the legal advice appointment request form on the website.

## **Other Advice Centres**

Cheshire, Halton & Warrington Race & Equality Centre  
The Unity Centre,  
17 Cuppin St,  
Chester  
CH1 2BN

No individual employment advice service but has general information on employment law on its website.

<http://www.chawrec.org.uk>

Salford Unemployed and Community Resource Centre  
84-86 Liverpool Road,  
Eccles  
M30 0WZ

<http://salforducrc.co.uk>

Offers individual employment advice to Salford residents. Contact the centre by phone or email.

Opening times Mon-Fri 9.am-4.30pm. Employment Law caseworker available Tues-Friday but telephone or email for initial advice or to book an appointment. Tel 0161 789 2999

Email [office@salforducrc.co.uk](mailto:office@salforducrc.co.uk) or [secretary\\_stuc@hotmail.co.uk](mailto:secretary_stuc@hotmail.co.uk)

## Alternative methods for resolving disputes

<b>ACAS will offer to mediate all claims.</b>	Contact ACAS on 0300 123 1100 <a href="https://www.acas.org.uk">https://www.acas.org.uk</a>
<b>Judicial mediation and judicial assessments</b>	In some cases, once you have brought a claim, the Tribunal will offer alternative methods for helping parties to resolve their disputes, known as judicial mediation and judicial assessments. They are explained in further detail here:  <a href="https://www.judiciary.uk/wp-content/uploads/2013/08/PG-ADR-July-2023-final1.pdf">https://www.judiciary.uk/wp-content/uploads/2013/08/PG-ADR-July-2023-final1.pdf</a>

## Other Advice Agencies

<b>HMRC Statutory Payments Dispute Team</b> For payments of Statutory Maternity Pay/Adoption Pay/Paternity Pay/Shared Parental Pay or Statutory Sick Pay when your employer is insolvent or refusing to pay.	t: 0300 322 9422
<b>Maternity Action</b> Free online information and telephone advice on maternity and parental rights and benefits.	t: 0808 802 0029 <a href="https://maternityaction.org.uk">https://maternityaction.org.uk</a>
<b>Pregnant then Screwed</b> Charity which provides advice relating to pregnancy and maternity	tel: 0300222 5799 <a href="https://pregnantthenscrewed.com">https://pregnantthenscrewed.com</a>
<b>Rights of Women</b> Legal advice to women experiencing sexual harassment in work.	t: 0207 490 0152 <a href="https://rightsofwomen.org.uk">https://rightsofwomen.org.uk</a>
<b>Working Families</b> For issues around childcare and family rights in the workplace.	t: 0300 012 0312 <a href="http://www.workingfamilies.org.uk">www.workingfamilies.org.uk</a>
<b>Protect (formerly Public Concern at Work)</b> Whistleblowing charity.	t: 0203 117 2520 <a href="https://protect-advice.org.uk">https://protect-advice.org.uk</a>