

REGISTERED COMPANY NUMBER: 07226359 (England and Wales)
REGISTERED CHARITY NUMBER: 1137708

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2019

FOR

THE NATIONAL PRO BONO CENTRE
(A COMPANY LIMITED BY GUARANTEE)

Elson Geaves Accountants
Chartered Certified Accountants
12 Haviland Road
Ferndown Industrial Estate
Wimborne
Dorset
BH21 7RG

THE NATIONAL PRO BONO CENTRE

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6 to 7
Notes to the Financial Statements	8 to 12
Detailed Statement of Financial Activities	13 to 14

THE NATIONAL PRO BONO CENTRE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 DECEMBER 2019**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2019. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Trustees of the National Pro Bono Centre present their annual report together with the financial statements of the charity for the year ended 31 December 2019 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Public benefit

When planning the Charity's activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit.

The Charity's objects are specifically restricted to promoting, for the public benefit, the efficiency and effectiveness of charities established to promote the upholding and proper administration of the law through any or all of the following means:

- the provision of Pro Bono Legal Services
- the education and training of lawyers undertaking or intending to undertake such Services
- the support, encouragement and advice to lawyers in the provision of such Services or the undertaking of voluntary work in the administration of the law, education, social services, community work and other charitable activities for the benefit of the community.

by the provision of services or facilities, included but not limited to the provision of premises, directed towards supporting improvement in the administration of those charities or otherwise supporting them in being more efficient so as to enhance the service provided to beneficiaries of those charities.

The employment of a finance and administration team, led by a qualified accountant is of particular benefit to the resident charities in enabling them to concentrate on their core activities/service provision.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of trustees

The Charity is governed by a Board of Trustees who are all volunteers. No paid employee, whether in full or part time employment, is a member of the Board.

When appointing Trustees, the Board has regard to the skills and experience appropriate to the needs of the organisation, and also the particular provisions in this regard in the Articles. The Board of Trustees meets about 4 times a year.

THE NATIONAL PRO BONO CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Charity has carried out and implemented an extensive review of governance arrangements after consultation with pro bono organisations and supported by MacFarlanes LLP as pro bono legal advisors.

The Charity is governed by the Board of Trustees, who retain all authority for expenditure and commitments. The Charity employs two staff to provide services to the Charity itself and, to varying degrees, to the resident charities.

Staff pay is set by the Board based on current market rates.

Related parties

A number of the trustees and both chief executives of two of the Centre's resident charities, LawWorks and Advocate, are involved with the management of the National Pro Bono Centre. If the National Pro Bono Centre were to fail to meet its liabilities, this would impact on the ability of LawWorks and Advocate to occupy the Centre.

Solicitors Pro Bono Group T/A LawWorks, is a registered charity (1064274) & company limited by guarantee (3410932)

Advocate (Bar Pro Bono Unit) is a registered charity (1057620) & company limited by guarantee (4211688)

Risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operation and finances, and are satisfied that, where appropriate, systems are in place to mitigate exposure to major risks. Internal control risks are minimised by the procedures in place for the authorisations of expenditure and commitments.

The Charity retains risk in relation to the continuation of adequate external funding and this risk is continually monitored and actively managed by the Trustees and employees of the Charity.

The Charity and two of the larger resident charities are, by the nature of the funding of the premises lease, mutually at risk of a funding shortfall if any of the 3 organisations experiences funding difficulty. This particular risk is monitored regularly, by both the National Pro Bono Centre's Head of Finance, and the Trustees of each charity, through the provision of regular financial information, in particular future cashflow forecasts.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07226359 (England and Wales)

Registered Charity number

1137708

Registered office

10 Norwich Street
London
EC4A 1BD

THE NATIONAL PRO BONO CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2019

Trustees

Mr Julian Leslie Bass Solicitor
Mr Guy Gibson Beringer Company Director
Ms Isabel Ann Pierce Carty Solicitor
Mr Stephen Thomas Crowne Chief Executive
Mr Alasdair Ferguson Douglas Solicitor
Sir Robin St John Knowles CBE High Court Judge

Company Secretary

Independent Examiner

Elson Geaves Accountants
Chartered Certified Accountants
12 Haviland Road
Ferndown Industrial Estate
Wimborne
Dorset
BH21 7RG

Solicitors

MacFarlanes LLP
20 Cursitor Street
London
EC4A 1LT

Approved by order of the board of trustees on 21 December 2020 and signed on its behalf by:

Sir Robin St John Knowles CBE - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE NATIONAL PRO BONO CENTRE

Independent examiner's report to the trustees of The National Pro Bono Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Gary David Elson, FCCA
Chartered Certified Accountants
Elson Geaves Accountants
Chartered Certified Accountants
12 Haviland Road
Ferndown Industrial Estate
Wimborne
Dorset
BH21 7RG

21 December 2020

THE NATIONAL PRO BONO CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019

Notes	2019 Unrestricted fund £	2018 Total funds £
INCOME FROM		
Sponsorship and Donations	333	30,740
Charitable activities		
Charitable Activities	361,497	372,519
	<hr/>	<hr/>
Total	361,830	403,259
EXPENDITURE ON		
Raising funds		
Raising donations and legacies	13,464	13,831
	<hr/>	<hr/>
	13,464	13,831
Charitable activities		
Charitable Activities	357,727	364,568
Other	11,687	11,902
	<hr/>	<hr/>
Total	382,878	390,301
	<hr/>	<hr/>
NET INCOME/(EXPENDITURE)	(21,048)	12,958
RECONCILIATION OF FUNDS		
Total funds brought forward	85,336	72,378
	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>64,288</u>	<u>85,336</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

THE NATIONAL PRO BONO CENTRE

BALANCE SHEET
31 DECEMBER 2019

		2019 Unrestricted fund £	2018 Total funds £
FIXED ASSETS			
Tangible assets	5	12,487	35,548
CURRENT ASSETS			
Debtors	6	72,356	71,207
Cash at bank		79,874	76,849
		<hr/>	<hr/>
		152,230	148,056
CREDITORS			
Amounts falling due within one year	7	(100,429)	(98,268)
		<hr/>	<hr/>
NET CURRENT ASSETS		51,801	49,788
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		64,288	85,336
		<hr/>	<hr/>
NET ASSETS		64,288	85,336
		<hr/>	<hr/>
FUNDS	8		
Unrestricted funds		64,288	85,336
		<hr/>	<hr/>
TOTAL FUNDS		64,288	85,336
		<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE NATIONAL PRO BONO CENTRE

BALANCE SHEET - continued
31 DECEMBER 2019

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 21 December 2020 and were signed on its behalf by:

Sir Robin St John Knowles CBE - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE NATIONAL PRO BONO CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2019

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2019	2018
	£	£
Auditors' remuneration for non audit work	2,250	2,250
Depreciation - owned assets	24,741	24,997
Other operating leases	170,831	170,832
	<u>170,831</u>	<u>170,832</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2019 nor for the year ended 31 December 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2019 nor for the year ended 31 December 2018.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2019	2018
Governance and provision of services	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

5. TANGIBLE FIXED ASSETS

	Short leasehold Improvements £	Plant and machinery £	Fixtures and fittings £	Totals £
COST				
At 1 January 2019	211,906	4,967	25,249	242,122
Additions	-	-	1,680	1,680
At 31 December 2019	<u>211,906</u>	<u>4,967</u>	<u>26,929</u>	<u>243,802</u>
DEPRECIATION				
At 1 January 2019	177,698	4,935	23,941	206,574
Charge for year	24,229	32	480	24,741
At 31 December 2019	<u>201,927</u>	<u>4,967</u>	<u>24,421</u>	<u>231,315</u>
NET BOOK VALUE				
At 31 December 2019	<u>9,979</u>	<u>-</u>	<u>2,508</u>	<u>12,487</u>
At 31 December 2018	<u>34,208</u>	<u>32</u>	<u>1,308</u>	<u>35,548</u>

THE NATIONAL PRO BONO CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2019

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade debtors	3,334	11,430
Other debtors	3,939	3,939
Prepayments and accrued income	65,083	55,838
	<u>72,356</u>	<u>71,207</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade creditors	13,149	10,098
VAT	2,649	5,939
Accrued expenses	84,631	82,231
	<u>100,429</u>	<u>98,268</u>

8. MOVEMENT IN FUNDS

	At 1/1/19	Net movement in funds	At 31/12/19
	£	£	£
Unrestricted funds			
General fund	85,336	(21,048)	64,288
	<u>85,336</u>	<u>(21,048)</u>	<u>64,288</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	361,830	(382,878)	(21,048)
	<u>361,830</u>	<u>(382,878)</u>	<u>(21,048)</u>

THE NATIONAL PRO BONO CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2019

8. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/1/18 £	Net movement in funds £	At 31/12/18 £
Unrestricted funds			
General fund	72,378	12,958	85,336
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>72,378</u>	<u>12,958</u>	<u>85,336</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	403,259	(390,301)	12,958
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>403,259</u>	<u>(390,301)</u>	<u>12,958</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/18 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	72,378	(8,090)	64,288
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>72,378</u>	<u>(8,090)</u>	<u>64,288</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	765,089	(773,179)	(8,090)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>765,089</u>	<u>(773,179)</u>	<u>(8,090)</u>

THE NATIONAL PRO BONO CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2019

9. EMPLOYEE BENEFIT OBLIGATIONS

The Charitable Company makes contributions to the personal pension schemes held by its employees. There is no unpaid contributions outstanding at the end of the year or the preceding year.

10. OTHER FINANCIAL COMMITMENTS

Total future minimum lease payments under non-cancellable operating leases which expire:

	2019	2018
	£	£
Within one year	61,479	172,216
In two to five years	-	61,479

11. RELATED PARTY DISCLOSURES

One of the company's directors and trustees, Alasdair Douglas, was also a trustee of Solicitors Pro Bono Group t/a LawWorks. During the year ended 31 December 2019, the National Pro Bono Centre received licence fees of £149,000 (2018: £149,000) from LawWorks. As at 31 December 2019, the National Pro Bono Centre was owed £2,361 by LawWorks (2018: £2,361).

Another director, Sir Robin Knowles CBE is a trustee of the Bar Pro Bono Unit. During the year ended 31 December 2019, the National Pro Bono Centre received licence fees of £149,000 (2018: £149,000) from the Bar Pro Bono Unit. As at 31 December 2019 the National Pro Bono Centre owed £1,578 (2018: £1,578) by the Bar Pro Bono Unit.

THE NATIONAL PRO BONO CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019

	2019	2018
	£	£
INCOME		
Sponsorship and Donations		
Donations	333	30,740
Charitable activities		
Licence Fees	361,497	372,519
Total incoming resources	361,830	403,259
 EXPENDITURE		
Raising donations and legacies		
Wages	3,955	4,258
Other direct costs	9,509	9,573
	<hr/>	<hr/>
	13,464	13,831
 Charitable activities		
Wages	56,620	61,606
Pensions	3,364	2,967
Rent Payable	170,831	170,832
Rates and water	18,508	18,081
Insurance	1,596	2,008
Light and heat	8,583	8,550
Telephone	10,331	9,571
Postage and stationery	17,161	17,281
Service Charges	31,947	33,498
Staff Welfare	1,102	1,166
Staff Training	151	558
Computer expenses	800	913
Security	1,041	935
Pest Control	992	969
Cleaning	6,684	6,599
Property Repairs	611	1,763
	<hr/>	<hr/>
	330,322	337,297
 Other		
Wages	1,978	2,129
Subscriptions	200	200
Other direct costs	9,509	9,573
	<hr/>	<hr/>
	11,687	11,902

This page does not form part of the statutory financial statements

THE NATIONAL PRO BONO CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019

	2019	2018
	£	£
Support costs		
Finance		
Bank charges	-	24
Other 2		
Depreciation of tangible fixed assets	25,155	24,997
Governance costs		
Auditors' remuneration for non audit work	2,250	2,250
Total resources expended	<u>382,878</u>	<u>390,301</u>
Net (expenditure)/income	<u>(21,048)</u>	<u>12,958</u>

This page does not form part of the statutory financial statements