

**Emform Limited**

Financial statements - 31 December 1999  
together with directors' and auditors' reports

Registered number: 400692



## Directors' report

For the year ended 31 December 1999

The directors submit their annual report and financial statements for the year ended 31 December 1999 which will be laid before the shareholders at the Annual General Meeting to be held during 2000.

### Principal activities and business review

The company acts as the agent of Balfour Beatty Limited in the business of electrical and mechanical fabrication. The results of the activities performed by Emform Limited in its capacity as agent are dealt with in the financial statements of Balfour Beatty Limited.

### Dividend

The directors do not recommend the payment of a dividend in the current year (1998 - £Nil).

### Directors and their interests

The directors who served during the year were as follows:

R M Griffiths (Appointed 31 March 2000)  
M J Peasland (Appointed 10 September 1999)  
K Houghton  
J G Bochel (Resigned 31 March 2000)  
R I MacLean (Appointed 10 September 1999, resigned 31 March 2000)

Mr K Houghton retires by rotation and being eligible offers himself for re-election at the next Annual General Meeting.

Mr M J Peasland and Mr R I MacLean who were appointed during the year are eligible for election.

The directors who held office at 31 December 1999 had no interest in the issued share capital of Emform Limited. The interests of the directors who held office at 31 December 1999 in the shares, debentures and loan stock of Balfour Beatty plc, formerly BICC plc, the ultimate parent company, are as follows:

	1 January 1999 or Date of Appointment (if later)	31 December 1999
<u>Directors</u>	<u>Ordinary Shares</u>	<u>Ordinary Shares</u>
J G Bochel	4,454	3,254

## Directors' report (continued)

### Directors and their interests (continued)

Rights to subscribe for ordinary shares in Balfour Beatty plc, formerly BICC plc, granted to the directors or their immediate families, or exercised by them, during the financial year were as follows:

Director	1 January 1999 or Date of Appointment (if later)	Number of options granted/(exercised) during the year	31 December 1999	Exercise prices	Exercise dates
M J Peasland	45,135	50,000	95,135	110 – 375.8p	2000 – 2005
J G Bochel	4,772	2,967	7,739	110 – 375.8p	2000 – 2005
K Houghton	260	340	600	110 – 344.2p	2000 – 2005
R I MacLean	10,000	15,596	25,596	110 – 181p	2000 – 2005

No director had any financial interest (including options) in fellow subsidiary undertakings at the relevant dates.

### Directors' responsibilities

Company law requires the directors to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing the financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

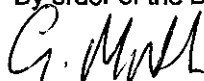
The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Directors' report (continued)

### Auditors

The directors will place a resolution before the Annual General Meeting to reappoint Arthur Andersen as auditors for the ensuing year.

By order of the Board,



G Mutch

Secretary

7 Mayday House  
Thornton Heath  
Surrey  
CR7 7XA

15 September 2000

**To the shareholders of Emform Limited:**

We have audited the financial statements on page 5 to 7 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

**Respective responsibilities of directors and auditors**

As described on page 2, the company's directors are responsible for the preparation of the financial statements in accordance with applicable United Kingdom law and accounting standards. Our responsibilities, as independent auditors, are established in the United Kingdom by statute, the Auditing Practices Board and by our profession's ethical guidance.

**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion, the financial statements give a true and fair view of the state of affairs of the company as at 31 December 1999 and have been properly prepared in accordance with the Companies Act 1985.



**Arthur Andersen**

**Chartered Accountants and Registered Auditors**

191 West George Street

Glasgow

G2 2LB

15 September 2000

## Balance sheet

31 December 1999

	Notes	1999 £	1998 £
<b>Current assets</b>			
Amounts due from group undertakings falling due within one year		<u>31,155</u>	<u>31,155</u>
<b>Capital and reserves</b>			
Equity share capital	5	600	600
Profit and loss account		<u>30,555</u>	<u>30,555</u>
Shareholders' Funds		<u>31,155</u>	<u>31,155</u>

Signed on behalf of the Board



R M Griffiths

Director

15 September 2000

The accompanying notes are an integral part of this balance sheet.

## Notes to the financial statements

For the year ended 31 December 1999

### 1 Accounting policies

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

#### a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

#### b) Cash flow statement

Under the provisions of Financial Reporting Standard No. 1 (Revised), the company has not prepared a cash flow statement because its ultimate parent undertaking, Balfour Beatty plc, formerly BICC plc, which is incorporated in Great Britain, has prepared consolidated financial statements which include the financial statements of the company for the period and which contain a consolidated cash flow statement.

### 2 Results

All transactions are entered into as agent of Balfour Beatty Limited in whose financial statements such transactions are recorded. The company has not traded on its own account and accordingly has made neither a profit nor a loss. As such, no profit and loss account has been prepared.

Auditors' remuneration is borne by Balfour Beatty Limited.

### 3 Directors' emoluments

a) No director is entitled to remuneration or other emoluments for services to the company (1998 - £Nil).

#### b) Pensions

The number of directors who were members of pension schemes were as follows:

	1999	1998
Defined benefit scheme	<u>4</u>	<u>2</u>

### 4 Employees

Other than its directors, the company had no employees during the year (1998 - Nil).

## Notes to the financial statements (continued)

### 5 Equity share capital

	1999 £	1998 £
<b>Authorised</b>		
1,200 ordinary shares of £1 each	<u>1,200</u>	<u>1,200</u>
<b>Called up, issued and fully paid</b>		
600 ordinary shares of £1 each	<u>600</u>	<u>600</u>

### 6 Ultimate Parent Company

The company is a subsidiary undertaking of Balfour Beatty Limited, registered in England and Wales. The ultimate parent company is Balfour Beatty plc, formerly BICC plc, also registered in England and Wales.

The largest and smallest group into which the results of the company are consolidated is that headed by Balfour Beatty plc, formerly BICC plc. The consolidated financial statements of Balfour Beatty plc, formerly BICC plc, can be obtained from Devonshire House, Mayfair Place, London W1X 5FH.