

**RICS Business Services Limited**

**Annual Report and Financial  
Statements**

**Registered number 1526902  
For the year ended 31 July 2017**



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## Directors' report

The Directors present their report on the affairs of the company, together with the financial statements and auditor's report, for the year ended 31 July 2017.

### Principal activities

The company has not traded during the year or prior year and as a result there has been no income or expenditure during the year.

### Future Prospects

It is not intended for the company to trade in the foreseeable future.

### Proposed dividend

No dividend has been paid or proposed in this year or the prior year.

### Directors

The directors of the company who served during the year, and subsequent to the year end, were as follows:

Sean Tompkins  
Violetta Parylo

### Employees

The company had no employees in this year or the prior year.

### Political contributions

The Company made no political donations or incurred any political expenditure during the year or the prior year.

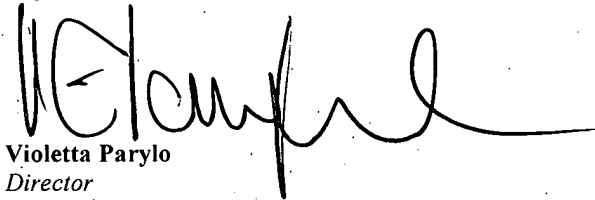
### Disclosure of information to auditor

The directors who held office at the date of approval of this directors' report confirm that, so far as they are each aware, there is no relevant audit information of which the company's auditor is unaware; and each director has taken all the steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

### Auditor

The Company has elected to dispense with the obligation to appoint an auditor annually under s487 of the Companies Act 2006.

Signed by order of the board



Violetta Parylo  
Director

12 Great George Street  
Parliament Square  
London  
SW1P 3AD

31 January 2018

## **Statement of directors' responsibilities in respect of the Directors' report and the financial statements**

The directors are responsible for preparing the Directors' report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law they have elected to prepare the financial statements in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice), *including FRS101 Reduced Disclosure Framework*.

Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of their profit or loss for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company, and to prevent and detect fraud and other irregularities.



## KPMG LLP

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B4 6GH  
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### **Independent auditor's report to the members of RICS Business Services Limited**

#### **Opinion**

We have audited the financial statements of RICS Business Services Limited ("the company") for the year ended 31 July 2017 which comprise the Profit and loss account and other comprehensive income, balance sheet, statement of changes in equity and related notes, including the accounting policies in note 1.

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 July 2017 and of its result for the year then ended;
- have been properly prepared in accordance with UK accounting standards, including FRS 101 *Reduced Disclosure Framework*; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities are described below. We have fulfilled our ethical responsibilities under, and are independent of the company in accordance with, UK ethical requirements including the FRC Ethical Standard. We believe that the audit evidence we have obtained is a sufficient and appropriate basis for our opinion.

#### **Going concern**

We are required to report to you if we have concluded that the use of the going concern basis of accounting is inappropriate or there is an undisclosed material uncertainty that may cast significant doubt over the use of that basis for a period of at least twelve months from the date of approval of the financial statements. We have nothing to report in these respects.

#### **Directors' report**

The directors are responsible for the directors' report. Our opinion on the financial statements does not cover that report and we do not express an audit opinion thereon.

Our responsibility is to read the directors' report and, in doing so, consider whether, based on our financial statements audit work, the information therein is materially misstated or inconsistent with the financial statements or our audit knowledge. Based solely on that work:

- we have not identified material misstatements in the directors' report;
- in our opinion the information given in that report for the financial year is consistent with the financial statements; and
- in our opinion that report has been prepared in accordance with the Companies Act 2006.

#### **Matters on which we are required to report by exception**

Under the Companies Act 2006 we are required to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to take advantage of the small companies exemption from the requirement to prepare a strategic report.

We have nothing to report in these respects.

#### **Directors' responsibilities**

As explained more fully in their statement set out on page 2, the directors are responsible for: the preparation of the financial statements and for being satisfied that they give a true and fair view; such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and using the going concern basis of accounting unless they either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

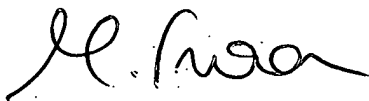
#### **Auditor's responsibilities**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue our opinion in an auditor's report. Reasonable assurance is a high level of assurance, but does not guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

A fuller description of our responsibilities is provided on the FRC's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities).

#### **The purpose of our audit work and to whom we owe our responsibilities**

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.



**Michael Froom (Senior Statutory Auditor)**  
**for and on behalf of KPMG LLP, Statutory Auditor**  
*Chartered Accountants*  
 One Snowhill  
 Snow Hill Queensway  
 Birmingham  
 B4 6GH  
 United Kingdom

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**Profit and loss account and other comprehensive income**  
*for the year ended 31 July 2017*

The company has not traded during the year or prior year and as a result there has been no income or expenditure during the year.

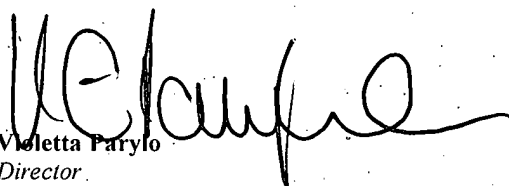
The company has no recognised gains and losses and therefore no statement of other comprehensive income has been presented.

The notes on pages 8 to 12 form part of the financial statements.

**Balance sheet**  
*at 31 July 2017*

	<i>Note</i>	<b>2017 £000</b>	<b>2016 £000</b>
<b>Fixed assets</b>			
Investment in subsidiaries and associates	5	-	-
<b>Current assets</b>			
Trade and other receivables	6	7,227	7,227
<b>Net current assets</b>		<u>7,227</u>	<u>7,227</u>
<b>Net assets</b>		<u>7,227</u>	<u>7,227</u>
<b>Capital and reserves</b>			
Called up share capital	7	-	-
Profit and loss account		7,227	7,227
<b>Shareholders' funds</b>		<u>7,227</u>	<u>7,227</u>

These financial statements were approved by the board of directors on 31 January 2018 and were signed on its behalf by:

  
Violetta Parylo  
Director

Company number: 1526902

The notes on pages 8 to 12 form part of the financial statements



**Statement of changes in equity**  
*for the year ended 31 July 2017*

	Called up share capital £000	Profit and loss account £000	Total equity £000
Balance at 1 August 2015	-	7,227	7,227
<b>Total comprehensive income for the period</b>			
Profit or loss	-	-	-
Other comprehensive income	-	-	-
<b>Total comprehensive income for the period</b>	-	-	-
Balance at 31 July 2016	-	7,227	7,227
Balance at 1 August 2016	-	7,227	7,227
<b>Total comprehensive income for the period</b>			
Profit or loss	-	-	-
Other comprehensive income	-	-	-
<b>Total comprehensive income for the period</b>	-	-	-
<b>Balance at 31 July 2017</b>	-	7,227	7,227

## Notes

*(forming part of the financial statements)*

### 1 Accounting policies

RICS Business Services Limited (the "Company") is a company limited by shares and incorporated and domiciled in the UK.

These financial statements were prepared in £'000 and in accordance with Financial Reporting Standard 101 Reduced Disclosure Framework ("FRS 101"). The amendments to FRS 101 (2014/15 Cycle) issued in July 2015 and effective immediately have been applied.

In preparing these financial statements, the Company applies the recognition, measurement and disclosure requirements of International Financial Reporting Standards as adopted by the EU ("Adopted IFRSs"), but makes amendments where necessary in order to comply with Companies Act 2006 and has set out below where advantage of the FRS 101 disclosure exemptions has been taken.

The Company's ultimate parent undertaking, The Royal Institution of Chartered Surveyors (the RICS) includes the Company in its consolidated financial statements. The consolidated financial statements of the RICS are prepared in accordance with International Financial Reporting Standards and are available to the public and may be obtained from 12 Great George Street, Parliament Square, London, SW1P 3AD

In these financial statements, the company has applied the exemptions available under FRS 101 in respect of the following disclosures:

- a Cash Flow Statement and related notes;
- Comparative period reconciliations for share capital and tangible fixed assets,
- Disclosures in respect of transactions with wholly owned subsidiaries ;
- Disclosures in respect of capital management;
- The effects of new but not yet effective IFRSs;
- Disclosures in respect of the compensation of Key Management Personnel; and
- Disclosures of transactions with a management entity that provides key management personnel services to the company.

As the consolidated financial statements of RICS Holdings Limited include the equivalent disclosures, the Company has also taken the exemptions under FRS 101 available in respect of the following disclosures:

- Certain disclosures required by IFRS 13 Fair Value Measurements and the disclosures required by IFRS 7 Financial Instruments disclosures.

The Company proposes to continue to adopt the reduced disclosure framework of FRS 101 in its next financial statements.

#### 1.1 Measurement conversion

The financial statements are prepared on the historical cost basis except that the following assets and liabilities are stated at their fair value

#### 1.2 Going concern

The financial statements have been prepared on a going concern basis.

## Notes (continued)

### 1 Accounting policies (continued)

#### 1.3 Classification of financial instruments issued by the Company

Following the adoption of IAS 32, financial instruments issued by the Company are treated as equity only to the extent that they meet the following two conditions:

- (a) they include no contractual obligations upon the company to deliver cash or other financial assets or to exchange financial assets or financial liabilities with another party under conditions that are potentially unfavourable to the company; and
- (b) where the instrument will or may be settled in the company's own equity instruments, it is either a non-derivative that includes no obligation to deliver a variable number of the company's own equity instruments or is a derivative that will be settled by the company's exchanging a fixed amount of cash or other financial assets for a fixed number of its own equity instruments.

To the extent that this definition is not met, the proceeds of issue are classified as a financial liability. Where the instrument so classified takes the legal form of the company's own shares, the amounts presented in these financial statements for called up share capital and share premium account exclude amounts in relation to those shares

#### 1.4 Non-derivative financial instruments

Non-derivative financial instruments comprise investments in equity.

##### *Investments in subsidiaries and associates*

Investments in subsidiaries and associates are shown at cost less provision for impairment.

#### 1.5 Impairment

##### *Financial assets*

A financial asset not carried at fair value through profit or loss is assessed at each reporting date to determine whether there is objective evidence that it is impaired. A financial asset is impaired if objective evidence indicates that a loss event has occurred after the initial recognition of the asset, and that the loss event had a negative effect on the estimated future cash flows of that asset that can be estimated reliably.

An impairment loss in respect of a financial asset measured at amortised cost is calculated as the difference between its carrying amount and the present value of the estimated future cash flows discounted at the asset's original effective interest rate. For financial instruments measured at cost less impairment, an impairment is calculated as the difference between its carrying amount and the best estimate of the amount that the Company would receive for the asset if it were to be sold at the reporting date. Interest on the impaired asset continues to be recognised through the unwinding of the discount. When a subsequent event causes the amount of impairment loss to decrease, the decrease in impairment loss is reversed through profit or loss

#### 1.6 Taxation

Tax on the profit or loss for the year comprises current tax. Tax is recognised in the profit and loss account except to the extent that it relates to items recognised directly in equity or other comprehensive income, in which case it is recognised directly in equity or other comprehensive income.

Current tax is the expected tax payable or receivable on the taxable income or loss for the year, using tax rates enacted or substantively enacted at the balance sheet date, and any adjustment to tax payable in respect of previous years.

**Notes** *(continued)*

**2 Tax on profit on ordinary activities**

**a) Recognised in the profit and loss account**

	2017 £000	£000	2016 £000	£000
<i>UK corporation tax</i>				
Current tax on income for the period	-		-	
Adjustments in respect of prior periods	-		-	
Tax on profit on ordinary activities				

**b) Factors affecting the total tax charge**

	2017 £000	2016 £000
Profit on ordinary activities before tax	-	-
Tax charge on profit on ordinary activities at standard rate	-	-
Factors affecting charge for the year:		
Group relief not paid for	(17)	(23)
Transfer pricing adjustments	17	23
Total tax charge	-	-

A reduction in the UK corporation tax rate from 21% to 20% (effective from 1 April 2015) was substantively enacted on 2 July 2013. Further reductions to 19% (effective from 1 April 2017) and to 18% (effective 1 April 2020) were substantively enacted on 26 October 2015, and an additional reduction to 17% (effective 1 April 2020) was substantively enacted on 6 September 2016.

**3 Auditors remuneration**

Fees payable to the company's auditors for the audit of the company's annual financial statements amounted to £1,000 (2016: £1,000). The audit fee was borne by RICS, another group company, and no recharge was made to the company. No fees were paid to the auditors for non-audit services in the year (2016: £nil).

**4 Directors' remuneration**

The directors performed no material qualifying services for the company in respect of the current year or the prior year and therefore received no remuneration.

## Notes (continued)

### 5 Fixed asset investments

	Participating interests £000
<i>Cost</i>	
At beginning and end of year	895
<i>Provisions</i>	
At beginning and end of year	895
<i>Net book value</i>	
At 1 August 2016 and 31 July 2017	-

The Company has the following subsidiaries:

	Country of incorporation	Registered office	Class of shares held	Ownership	
				2017	2016
The Association of Quantity Surveyors Ltd	United Kingdom	(1)	Ordinary	100%	100%
Building Data Banks Limited	United Kingdom	(1)	Ordinary	100%	100%
Building Cost Information Services Ltd	United Kingdom	(1)	Ordinary	100%	100%
RICS Services Ltd	United Kingdom	(1)	Ordinary	100%	100%

(1) 12 Great George Street, Parliament Square, London, United Kingdom, SW1P 3AD

### 6 Debtors

	2017 £000	2016 £000
Amounts due from group undertakings	7,227	7,227
Due within one year	7,227	7,227

No interest is received on group undertakings as amounts due are on demand.

### 7 Called up share capital

	2017 £	2016 £
<i>Called up, allotted and unpaid:</i>		
100 ordinary shares of £1 each	100	100

### 8 Related parties

The Company has taken advantage of FRS 101.8 (k) from disclosing transactions with wholly owned members of the wider group.

**Notes** *(continued)*

**9 Ultimate controlling party**

The company's ultimate controlling party is The Royal Institution of Chartered Surveyors. The largest group in to which the results of RICS Business Services Limited are consolidated is The Royal Institution of Chartered Surveyors. The smallest group into which the results of RICS Business Services Limited are consolidated is RICS Holdings Limited.

Copies of the financial statements of The Royal Institution of Chartered Surveyors can be obtained from its principal place of business at 12 Great George Street, Parliament Square, London, SW1P 3AD.