

Registration number 2005673

Accountants, Business and Tax Consultants

Buro Happold Consulting Engineers Limited

Directors' report and financial statements

for the year ended 30 April 2003



### **Company information**

Directors J Morrison

M G T Dickson T A Ealey J E Pugh P Dalglish

P Kelly

Secretary T A Ealey

Company number 2005673

Registered office Camden Mill

Lower Bristol Road

Bath BA2 3DQ

Auditors Richardson Groves

Cleveland House Sydney Road

Bath BA2 6NR

Bankers National Westminster Bank Plc

280 Bishopsgate

London EC2M 4RB

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# Directors' report for the year ended 30 April 2003

The directors present their report and the financial statements for the year ended 30 April 2003.

#### Principal activity and review of the business

The principal activity of the company continues to be that of the provision of consulting engineers providing professional design and advisory services to the property and construction sectors.

The company has branches in Saudi Arabia, Jordan and Kuwait.

The company continued to perform well during the year. The balance sheet as detailed on page 6 shows a satisfactory position. The directors expect the company to continue to perform well in the future.

#### Results and dividends

The results for the year are set out on page 5.

The directors do not recommend payment of a final dividend.

#### Directors and their interests

The directors who served during the year and their interests in the company are as stated below:

|               | Ordi     | Ordinary shares |  |  |
|---------------|----------|-----------------|--|--|
|               | 30/04/03 | 01/05/02        |  |  |
| J Morrison    | -        | _               |  |  |
| M G T Dickson | -        | -               |  |  |
| T A Ealey     | -        | -               |  |  |
| J E Pugh      | -        | -               |  |  |
| P Dalglish    | -        | _               |  |  |
| P Kelly       | -        | -               |  |  |

#### Directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that year. In preparing these 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;
- 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 to enable them to ensure that 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 for the year ended 30 April 2003

#### **Auditors**

The company has by elective resolution under Section 386(1) of the Companies Act 1985 dispensed with the annual reappointment of the auditors. Richardson Groves will be deemed to be reappointed for each succeeding financial year.

This report was approved by the Board on 22 January 244 and signed on its behalf by

T A Ealey Secretary

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#### Independent auditors' report to the shareholders of Buro Happold Consulting Engineers Limited

We have audited the financial statements of Buro Happold Consulting Engineers Limited for the year ended 30 April 2003 which comprise the profit and loss account, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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 auditors' 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.

#### Respective responsibilities of directors and auditors

As described in the statement of directors' responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the directors' report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.

#### Basis of audit opinion

We conducted our audit in accordance with United Kingdom 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.

### Independent auditors' report to the shareholders of Buro Happold Consulting Engineers Limited

#### Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 30 April 2003 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Richardson Groves Registered Auditor

22 January 2004

Cleveland House Sydney Road Bath BA2 6NR

# Profit and loss account for the year ended 30 April 2003

|   |       | Continuing  | g operations |
|---|-------|-------------|--------------|
|   |       | 2003        | 2002         |
|   | Notes | £           | £            |
| Turnover                                      | 2     | 2,356,358   | 2,258,842    |
| Administrative expenses                       |       | (2,316,772) | (2,204,307)  |
| Operating profit                              | 3     | 39,586      | 54,535       |
| Interest payable and similar charges          | 4     |             | (107)        |
| Profit on ordinary activities before taxation |       | 39,586      | 54,428       |
| Tax on profit on ordinary activities          | 6     | (7,482)     | (122,400)    |
| Retained profit/(loss) for the year           |       | 32,104      | (67,972)     |
| Retained profit brought forward               |       | 403,830     | 471,802      |
| Retained profit carried forward               |       | 435,934     | 403,830      |
|   |       |             |              |

There are no recognised gains or losses other than the profit or loss for the above two financial years.

### **Balance sheet** as at 30 April 2003

|                            |       | 20          | 03      | 20          | 02      |
|----------------------------|-------|-------------|---------|-------------|---------|
|                            | Notes | £           | £       | £           | £       |
| Fixed assets               |       |             |         |             |         |
| Tangible assets            | 7     |             | 31,499  |             | 19,832  |
| Current assets             |       |             |         |             |         |
| Debtors                    | 8     | 6,420,503   |         | 6,488,549   |         |
| Cash at bank and in hand   |       | 62,757      |         | 52,428      |         |
|                            |       | 6,483,260   |         | 6,540,977   |         |
| Creditors: amounts falling |       |             |         |             |         |
| due within one year        | 9     | (5,580,875) |         | (5,659,763) |         |
| Net current assets         |       |             | 902,385 |             | 881,214 |
| Total assets less current  |       |             |         |             |         |
| liabilities                |       |             | 933,884 |             | 901,046 |
| Provisions for liabilities |       |             |         |             |         |
| and charges                | 10    |             | 2,050   |             | 2,784   |
| Net assets                 |       |             | 935,934 |             | 903,830 |
| Capital and reserves       |       |             |         |             |         |
| Called up share capital    | 12    |             | 500,000 |             | 500,000 |
| Profit and loss account    |       |             | 435,934 |             | 403,830 |
| Equity shareholders' funds | 13    |             | 935,934 |             | 903,830 |
|                            |       |             |         |             |         |

The financial statements were approved by the Board on 22 January and signed on its behalf by P Kelly

# Cash flow statement for the year ended 30 April 2003

| £        |
|----------|
|          |
|          |
| 54,535   |
| 6,632    |
| (85,703) |
| 94,313   |
| 69,777   |
|          |
| 69,777   |
| (107)    |
| -        |
| (18,191) |
| 51,479   |
|          |
| 51,479   |
| 949      |
| 52,428   |
|          |

# Notes to the financial statements for the year ended 30 April 2003

#### 1. Accounting policies

#### 1.1. Accounting convention

The financial statements are prepared under the historical cost convention.

The company has consistently applied all relevant accounting standards.

#### 1.2. Turnover

Turnover represents fees earned in respect of work carried out in the year which falls within the company's ordinary activities, stated net of value added tax.

#### 1.3. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings

and equipment - 25% Straight Line

Motor vehicles - 25% Straight Line

#### 1.4. Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

#### 1.5. Long term contracts

Amounts recoverable on long term contracts, which are included in debtors are stated at the net sales value of the work done after provisions for contingencies and anticipated future losses on contracts, less amounts received and receivable. Excess invoicing is included in creditors as payments on account.

#### 1.6. Deferred taxation

Prior to the adoption of FRS 19, the company provided for deferred taxation only to the extent that timing differences were expected to materialise in the foreseeable future. The adoption of the new policy has been made by way of a prior year adjustment as though the revised policy had always been applied.

Deferred tax is provided in respect of the tax effect of all timing differences, to the extent that it is probable that a liability or asset will crystallise in the foreseeable future, at the rates of tax expected to apply when the timing differences reverse.

#### 1.7. Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the balance sheet date. All differences are taken to the Profit and Loss account.

# Notes to the financial statements for the year ended 30 April 2003

..... continued

#### 2. Turnover

|                     | 2003      | 2002      |
|---------------------|-----------|-----------|
| Geographical market |           |           |
| Europe              | 150,000   | -         |
| Rest of the World   | 2,206,358 | 2,258,842 |
|                     | 2,356,358 | 2,258,842 |

All of the company's turnover comes from the provision of consulting engineering services. The split of profits before tax and net assets attributable to different geographical markets has not been disclosed as the directors consider such disclosure to be seriously prejudicial to the interests of the company.

| 3. | Operating profit   | 2003<br>£ | 2002<br>£    |
|----|--|-----------|--------------|
|    | Operating profit is stated after charging:                 |           |              |
|    | Depreciation and other amounts written off tangible assets | 12,118    | 9,422        |
|    | Loss on foreign currencies                                 | 2,854     | (51,087)     |
|    | Operating lease rentals                                    |           |              |
|    | - Land and buildings                                       | 211,810   | 170,597      |
|    | Auditors' remuneration                                     | 22,138    | 18,094       |
|    | and after crediting:                                       |           |              |
|    | Profit on disposal of tangible fixed assets                | -         | <u>2,790</u> |
| 4. | Interest payable and similar charges                       | 2003      | 2002         |
|    | •  | £         | £            |
|    | On bank loans and overdrafts                               | -         | 107          |

# Notes to the financial statements for the year ended 30 April 2003

..... continued

## 5. Employees

| Number of employees The average monthly numbers of employees (including the directors) during the year were: | 2003      | 2002      |
|--|-----------|-----------|
| Technical staff  | 12        | 16        |
| Administration staff   | 5         | 8         |
|  | 17        | 24        |
| Employment costs   | 2003<br>£ | 2002<br>£ |
| Wages and salaries   | 320,949   | 520,192   |

# Notes to the financial statements for the year ended 30 April 2003

..... continued

### 6. Tax on profit on ordinary activities

| Analysis of charge in period                 | 2003    | 2002    |
|--|---------|---------|
|  | £       | £       |
| Current tax                                  |         |         |
| UK corporation tax                           | 8,149   | 14,069  |
| Prior period adjustments                     | 579     | -       |
| Group relief                                 | (2,449) | -       |
|  | 6,279   | 14,069  |
| Overseas tax                                 | 469     | 105,000 |
| Total current tax charge                     | 6,748   | 119,069 |
| Deferred tax                                 |         |         |
| Timing differences, origination and reversal | 734     | 3,331   |
| Total deferred tax                           | 734     | 3,331   |
| Tax on profit on ordinary activities         | 7,482   | 122,400 |
|  |         |         |

### Factors affecting tax charge for period

The tax assessed for the period is lower than the standard rate of corporation tax in the UK (19 per cent). The differences are explained below:

|  | 2003<br>₤ | 2002<br>£ |
|--|-----------|-----------|
| Profit on ordinary activities before taxation                            | 39,586    | 54,428    |
| Profit on ordinary activities multiplied by standard rate of corporation |           |           |
| tax in the UK of 19% (30 April 2002: 30%)                                | 7,521     | 16,328    |
| Expenses not deductible for tax purposes                                 | 950       | (837)     |
| Capital allowances for period in excess of depreciation                  | (376)     | (1,422)   |
| Adjustments to tax charge in respect of previous periods                 | 579       | <u>-</u>  |
| Overseas tax   | 469       | 105,000   |
| Group relief   | (2,395)   | -         |
| Current tax charge for period  | 6,748     | 119,069   |

# Notes to the financial statements for the year ended 30 April 2003

|  |    |  |  |  |  |  |  |   |   | 41          | 1 |
|--|----|--|--|--|--|--|--|---|---|-------------|---|
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| 7. | Tangible fixed assets                            | Fixtures,<br>fittings and<br>equipment<br>£ | Motor<br>vehicles<br>£ | Total<br>£           |
|----|--|---|------------------------|----------------------|
|    | Cost   |   |                        |                      |
|    | At 1 May 2002                                    | 60,723                                      | 60,139                 | 120,862              |
|    | Additions  | 23,785                                      | -                      | 23,785               |
|    | At 30 April 2003                                 | 84,508                                      | 60,139                 | 144,647              |
|    | Depreciation                                     |   |                        | -                    |
|    | At 1 May 2002                                    | 46,891                                      | 54,139                 | 101,030              |
|    | Charge for the year                              | 10,118                                      | 2,000                  | 12,118               |
|    | At 30 April 2003                                 | 57,009                                      | 56,139                 | 113,148              |
|    | Net book values                                  |   | ****                   |                      |
|    | At 30 April 2003                                 | 27,499                                      | 4,000                  | 31,499               |
|    | At 30 April 2002                                 | 13,832                                      | 6,000                  | 19,832               |
| 8. | Debtors  |   | 2003<br>£              | 2002<br>£            |
|    |  |   |                        |                      |
|    | Trade debtors                                    |   | 1,195,811              | 1,358,405            |
|    | Amounts recoverable on long term contracts       |   | 105,755                | 69,820               |
|    | Amounts owed by group undertakings Other debtors | ,   | 4,991,539<br>114,194   | 4,917,495<br>110,999 |
|    | Prepayments and accrued income                   |   | 13,204                 | 31,830               |
|    | repayments and accrued meeting                   | -   | <del></del>            |                      |
|    |  | =   | 6,420,503              | 6,488,549            |
|    | Amounts falling due after more than one year and | included in debtors are:                    |                        |                      |
|    | Trade debtors                                    |   | 33,660                 | -                    |

# Notes to the financial statements for the year ended 30 April 2003

..... continued

| 9. | Creditors: amounts falling due within one year | 2003<br>£ | 2002<br>£ |
|----|--|-----------|-----------|
|    | Payments received on account                   | 47,356    | -         |
|    | Trade creditors                                | 94,104    | 84,524    |
|    | Amounts owed to group undertaking              | 5,321,576 | 5,439,867 |
|    | Corporation tax                                | -         | 14,069    |
|    | Accruals and deferred income                   | 117,839   | 121,303   |
|    |  | 5,580,875 | 5,659,763 |
|    |  |           |           |

Security for bank facilities is given by way of a mortgage debenture dated 26 May 1993 incorporating a fixed and floating charge over all current and future assets of the company.

### 10 Provisions for liabilities and charges

|  | Deferred<br>taxation |                |  |
|--|----------------------|----------------|--|
|  | (Note 11)<br>£       | Total<br>£     |  |
| At 1 May 2002<br>Movements in the year | 2,784<br>(734)       | 2,784<br>(734) |  |
| At 30 April 2003                       | 2,050                | 2,050          |  |

### 11. Provision for deferred taxation

|  | 2003<br>£ | 2002<br>£ |
|--|-----------|-----------|
| Accelerated capital allowances                 | (2,050)   | (2,784)   |
| Undiscounted provision for deferred tax        | (2,050)   | (2,784)   |
|  |           |           |
| Provision at 1 May 2002                        | (2,784)   |           |
| Deferred tax charge in profit and loss account | 734       |           |
| Provision at 30 April 2003                     | (2,050)   |           |

# Notes to the financial statements for the year ended 30 April 2003

|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | continued |  |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|-----------|--|
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| 12. | Share capital                                      | 2003<br>£ | 2002<br>£ |
|-----|--|-----------|-----------|
|     | Authorised equity                                  |           |           |
|     | 500,000 Ordinary shares of £1 each                 | 500,000   | 500,000   |
|     | Allotted, called up and fully paid equity          |           |           |
|     | 500,000 Ordinary shares of £1 each                 | 500,000   | 500,000   |
| 13. | Reconciliation of movements in shareholders' funds | 2003<br>€ | 2002<br>£ |
|     | Profit/(loss) for the year                         | 32,104    | (67,972)  |
|     | Opening shareholders' funds                        | 903,830   | 971,802   |
|     | Closing shareholders' funds                        | 935,934   | 903,830   |

#### 14. Financial commitments

At 30 April 2003 the company had annual commitments under non-cancellable operating leases as follows:

|                 | Land    | Land and buildings |  |  |
|-----------------|---------|--------------------|--|--|
|                 | 2003    | 2002               |  |  |
|                 | £       | £                  |  |  |
| Expiry date:    |         |                    |  |  |
| Within one year | 120,000 | 120,000            |  |  |
|                 |         |                    |  |  |

### 15. Contingent liabilities

A cross composite guarantee exists between Buro Happold Consulting Engineers Ltd, Buro Happold Limited and Buro Happold Engineers Limited to secure bank borrowings.

# Notes to the financial statements for the year ended 30 April 2003

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#### 16. Related party transactions

The company, as a wholly owned subsidiary undertaking of Buro Happold Engineers Ltd, has taken advantage of an exemption contained in FRS 8, "Related Party Disclosures", in preparing its accounts. This exemption allows the company not to disclose details of transactions with other group companies or investees of the group qualifying as related parties, as the consolidated accounts of Buro Happold Engineers Ltd in which the company is included are available to the public.

#### 17. Ultimate parent undertaking

The company's immediate parent undertaking is Buro Happold Engineers Limited, a company registered in England and Wales.

The group in which the results of the company are consolidated is that headed by Buro Happold Engineers Limited, a company registered in England and Wales. The consolidated financial statements for this company are available to the public.

The company's ultimate parent undertaking at the balance sheet date was Buro Happold Partnership, an unincorporated business based in England.

#### 18. Gross cash flows

|  | 2003<br>£ | 2002<br>£         |
|--|-----------|-------------------|
| Returns on investments and servicing of finance<br>Interest paid                               |           | (107)             |
| Taxation Corporation tax paid  | (20,817)  |                   |
| Capital expenditure Payments to acquire tangible assets Receipts from sales of tangible assets | (23,785)  | (20,981)<br>2,790 |
|  | (23,785)  | (18,191)          |

# Notes to the financial statements for the year ended 30 April 2003

..... continued

| 19. | Analysis          | of | changes | in  | net debt |
|-----|-------------------|----|---------|-----|----------|
| 1/1 | A A EAGLE T LIGHT | V. | CHAIL   | *** |          |

| Amalysis of changes in net debt | Opening<br>balance | Cash<br>flows | Closing<br>balance |  |
|---------------------------------|--------------------|---------------|--------------------|--|
|                                 | £                  | £             | £                  |  |
| Cash at bank and in hand        | 52,428             | 10,329        | 62,757             |  |
| Net debt                        | 52,428             | 10,329        | 62,757             |  |