

IQPC Shared Services Limited
Annual report and financial statements
for the year ended 31 December 2019

Registered number: 05576760

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IQPC Shared Services Limited

Contents

	Page
Company Information.....	1
Director's report.....	2
Independent Auditor's report.....	5
Statement of comprehensive income.....	8
Statement of financial position	9
Statement of changes in equity.....	10
Statement of cash flows	11
Notes to the financial statements	12

IQPC Shared Services Limited

Company Information

Director

M R Worden

Company secretary

HAL Management Limited

M R Worden

Registered office

7 Savoy Court
London
WC2R 0EX

Bankers

HSBC Plc
70 Pall Mall
London
SW1Y 5EZ

Independent auditors

PricewaterhouseCoopers LLP
Chartered Accountants and Statutory Auditors
The Atrium
1 Harefield Road
Uxbridge
Middlesex
UB8 1EX

IQPC Shared Services Limited

Director's Report for the year ended 31 December 2019

The Director presents this report and the audited financial statements of the company for the year ended 31 December 2019.

Development and performance of the business

The revenue of the company has increased by 22% from £8,045,000 in 2018 to £9,785,000 in 2019 which is mainly due to the growth in the digital side of the business. The net profit for the year has increased from £389,000 in 2018 to £1,324,000 in 2019. The increase in net profit is mainly attributable to the increase in Digital Revenue. The director considers these results to be appropriate given the current trading conditions.

Key Performance Indicators

The key performance indicators for the company are gross profit margin and operating profit margin.

	2019	2018
Gross profit margin	92%	91%
Operating profit margin	17%	5%

Position of business

At the end of the year, the net assets of the company were £3,982,000 (2018: £3,658,000).

Principal activities

The activity of the company is to provide sales, marketing, finance and general management support to fellow group undertakings. In addition, the company is engaged in the arrangement and organisation of Digital Events and Digital IQ Portals

There have not been any significant changes in the company's principal activities in the year under review. The director is not aware at the date of this report of any likely changes in the company's activities in the next year.

Principal risks and uncertainties

The current Covid-19 Pandemic has not affected the planned activity of the digital business. In fact, this has been an opportunity to offer the digital solution to businesses who cannot attend physical events. However, given there has been an effect on other areas of the business this is likely to impact on the group support revenue as less events are being run across the business

Financial risk management

The company's finance risk management objective is to minimise the finance risk for the company. The company's policy is to review the elements of the finance risk regularly.

The business' financial instruments comprise bank balances, trade and other receivables and trade and other payables. The main purpose of these instruments is to finance the business' operations. In respect of bank balances, the liquidity risk is managed by holding the balances in a liquid position. To minimise credit risk the company regularly review the financial institutions with which it holds cash and deposits.

Trade and other receivables are managed in respect of credit and cash flow risk by adhering to strict payment by clients prior to joining the Digital events and receiving any data and reports, and monitoring the amounts outstanding in respect of time. The amounts outstanding in the balance sheet are net of allowances for doubtful debts. Trade and other payables' liquidity risk are managed by ensuring sufficient funds are available to meet amounts due.

IQPC Shared Services Limited

Director's Report for the year ended 31 December 2019 (continued)

Results and dividend

The results for the company are set out in the financial statements.

The interim ordinary dividend paid during the year was £1,000,000 (2018: £nil).

The directors do not recommend paying out a dividend.

Going concern

The directors have performed a going concern assessment in light of the COVID-19 pandemic. The ultimate parent company, Penton Learning Systems LLC, has confirmed it will provide financial support as necessary for the company to meet its liabilities as they fall due for a period of at least 12 months from the date of approval of these financial statements. The company therefore continues to adopt the going concern basis in preparing its financial statements.

Independent auditors

The auditors, PricewaterhouseCoopers LLP, have indicated their willingness to remain in office and a resolution concerning their re-appointment will be proposed at the Annual General Meeting.

Statement of director's responsibilities

The director is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulation.

Company law requires the director to prepare financial statements for each financial year. Under that law the director has prepared the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards, comprising FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", and applicable law). Under company law the director must not approve the financial statements unless he is satisfied that they 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 director is required to:

- select suitable accounting policies and then apply them consistently;
- state whether applicable United Kingdom Accounting Standards, comprising FRS 102, have been followed, subject to any material departures disclosed and explained in the financial statements;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The director is 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.

The director is 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.

In the case of each director in office at the date the Director's Report is approved:

- so far as the director is aware, there is no relevant audit information of which the company's auditors are unaware; and
- he has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

IQPC Shared Services Limited

Director's Report for the year ended 31 December 2019 (continued)

Director

The director who held office during the year and up to the date of signing the financial statements was as follows:

- M R Worden

Approved by the board on 26 November 2020 and signed on its behalf by


M R Worden
Director

IQPC Shared Services Limited

Independent auditors' report to the members of IQPC Shared Services Limited

Report on the audit of the financial statements

Opinion

In our opinion, IQPC Shared Services Limited's financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2019 and of its profit and cash flows for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards, comprising FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", and applicable law); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

We have audited the financial statements, included within the Annual report and financial statements (the "Annual Report"), which comprise: the statement of financial position as at 31 December 2019; the statement of comprehensive income, the statement of cash flows, the statement of changes in equity for the year then ended; and the notes to the financial statements, which include a description of the significant accounting policies.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities under ISAs (UK) are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We remained independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, which includes the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the company's ability to continue as a going concern.

Reporting on other information

The other information comprises all of the information in the Annual Report other than the financial statements and our auditors' report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except to the extent otherwise explicitly stated in this report, any form of assurance thereon.

IQPC Shared Services Limited

Independent auditors' report to the members of IQPC Shared Services Limited (continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify an apparent material inconsistency or material misstatement, we are required to perform procedures to conclude whether there is a material misstatement of the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report based on these responsibilities.

With respect to the Directors' Report, we also considered whether the disclosures required by the UK Companies Act 2006 have been included.

Based on the responsibilities described above and our work undertaken in the course of the audit, ISAs (UK) require us also to report certain opinions and matters as described below.

Directors' Report

In our opinion, based on the work undertaken in the course of the audit, the information given in the Directors' Report for the year ended 31 December 2019 is consistent with the financial statements and has been prepared in accordance with applicable legal requirements.

In light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we did not identify any material misstatements in the Directors' Report.

Responsibilities for the financial statements and the audit

Responsibilities of the directors for the financial statements

As explained more fully in the Statement of director's responsibilities, the directors are responsible for the preparation of the financial statements in accordance with the applicable framework and for being satisfied that they give a true and fair view. The directors are also responsible for 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.

In preparing the financial statements, the directors are responsible for 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 the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

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 an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

IQPC Shared Services Limited

Independent auditors' report to the members of IQPC Shared Services Limited (continued)

Use of this report

This report, including the opinions, has been prepared for and only for the company's members as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and for no other purpose. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

Other required reporting

Companies Act 2006 exception reporting

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

- we have not received all the information and explanations we require for our audit; or
- adequate accounting records have not been kept by the company, or returns adequate for our audit have not been received from branches not visited by us; or
- certain disclosures of directors' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns.

We have no exceptions to report arising from this responsibility.

Entitlement to exemptions

Under the Companies Act 2006 we are required to report to you if, in our opinion, the directors were not entitled to take advantage of the small companies exemption from preparing a strategic report. We have no exceptions to report arising from this responsibility.



Alex Hookway (Senior Statutory Auditor)
for and on behalf of PricewaterhouseCoopers LLP
Chartered Accountants and Statutory Auditors
Uxbridge

26 November 2020

IQPC Shared Services Limited

Statement of comprehensive income for the year ended 31 December 2019

	Note	2019 £'000	2018 £'000
Revenue	5	9,785	8,045
Cost of Sales		(813)	(692)
Gross Profit		8,972	7,353
Operating expenses		(7,348)	(6,934)
Operating Profit	6	1,624	419
Profit on ordinary activities before taxation		1,624	419
Tax on profit on ordinary activities	9	(300)	(30)
Profit for the financial year		1,324	389

All items dealt with in arriving at the profit on ordinary activities before taxation relate to continuing operations.

There are no items recognised in other comprehensive income for both periods presented

There are no material differences between the profit on ordinary activities before taxation and the profit for the financial years stated above, and their historical cost equivalents.

The notes on pages 12 to 24 form an integral part of these financial statements.

IQPC Shared Services Limited

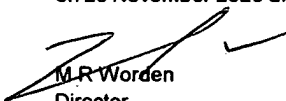
Statement of financial position as at 31 December 2019

Registered number 05576760

	Note	2019 £'000	2019 £'000	2018 £'000	2018 £'000
Fixed assets					
Intangible assets	10		131		355
Property, plant and equipment	11		-		-
			131		355
Inventories	12	41		26	
Trade and other receivables	13	7,684		7,609	
Cash and cash equivalents		2,815		2,028	
		10,540		9,663	
Current liabilities					
Trade and other payables	15	(6,689)		(6,360)	
Net current assets			3,851		3,303
Total assets less current liabilities			3,982		3,658
Net assets			3,982		3,658
Equity					
Called up share capital	16		-		-
Retained earnings			3,982		3,658
Total shareholders' funds			3,982		3,658

The notes on pages 12 to 24 form an integral part of these financial statements.

The financial statements on pages 8 to 24 were authorised for issue by the board of directors on 26 November 2020 and were signed on its behalf.


M.R. Worden
Director

IQPC Shared Services Limited

Statement of changes in equity for the year ended 31 December 2019

	Called up share capital £'000	Retained earnings £'000	Total shareholders' funds £'000
Balance as at 1 January 2018	-	3,269	3,269
Profit for the year	-	389	389
Balance as at 31 December 2018	-	3,658	3,658
Balance as at 1 January 2019	-	3,658	3,658
Profit for the year	-	1,324	1,414
Dividend Distributed	-	(1,000)	(1,000)
Balance as at 31 December 2019	-	3,982	4,072

The accompanying notes on pages 12 to 24 are an integral part of the financial statements.

IQPC Shared Services Limited

Statement of cash flows for the year ended 31 December 2019

	Note	2019 £'000	2018 £'000
Net cash generated from/(used in) operating activities	18	2,022	(1,507)
Taxation paid		<u>(235)</u>	<u>-</u>
Net cash generated from/(used in) operating activities		1,787	(1,507)
 Cash flow from investing activities			
Dividend Paid		<u>(1,000)</u>	<u>-</u>
Net cash used in investing activities		(1,000)	-
 Net increase/(decrease) in cash and cash equivalents		787	(1,507)
Cash and cash equivalents at the beginning of the year		<u>2,028</u>	<u>3,535</u>
Cash and cash equivalents at the end of the year		2,815	2,028

The accompanying notes on pages 12 to 24 are an integral part of the financial statements.

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

1 General information

The principal activity of IQPC Shared Services Limited ("the company") is to provide sales, marketing, finance and general management support to fellow group undertakings. Currently the business engages solely with related parties and sales of digital IQ events.

The company is a private company limited by shares and is incorporated and domiciled in the UK. The address of its registered office is 7 Savoy Court, London, WC2R 0EX.

2 Statement of compliance

The individual financial statements of IQPC Shared Services Limited have been prepared in compliance with United Kingdom Accounting Standards, including Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland" ("FRS 102") and the Companies Act 2006.

3 Summary of significant accounting policies

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

These financial statements are prepared on a going concern basis, under the historical cost convention, as modified by the revaluation of land and buildings and certain financial assets and liabilities measured at fair value through profit or loss.

The preparation of financial statements in conformity with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the company's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in note 4.

Going Concern

The company meets its day-to-day working capital requirements through its bank facilities. The current economic conditions continue to create uncertainty over (a) the level of demand for the related company's services; and (b) the availability of bank finance for the foreseeable future. The company's forecasts and projections, taking account of reasonably possible changes in trading performance, show that the company should be able to operate within the level of its current facilities. After making enquiries, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. The company therefore continues to adopt the going concern basis in preparing its financial statements.

The principal accounting policies, which have been applied consistently throughout the year are set out below.

Foreign currencies

The company's functional and presentation currency is the pound sterling.

At each period end foreign currency monetary items are translated using the closing rate. Non-monetary items measured at historical cost are translated using the exchange rate at the date of the transaction and non-monetary items measured at fair value are measured using the exchange rate when fair value was determined.

Profit and loss account transactions in foreign currencies are translated into sterling at the exchange rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the closing rates at the balance sheet date and the exchange differences are included in the profit and loss account.

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

3 Summary of significant accounting policies (continued)

Revenue

Revenue represents the value, net of value added tax, of services provided by sales, marketing, finance and general management support to fellow group undertakings and services supplied to customers during the year related to the portals and digital IQ division. Although receipts for portal access and digital IQ are taken in advance, income is only recognised when the services are provided. The origin and destination of revenue are the same.

Deferred Income

Deferred income derives from sales made in advance in relation to future events. This is recognised as revenue when the event occurs

Inventory

Inventory derives from purchases made in advance in relation to future events. This is recognised as an expense when the event occurs

Employee benefits

The company provides a range of benefits to employees, including annual bonus arrangements, paid holiday arrangements and defined benefit and defined contribution pension plans.

i. Short term benefits

Short term benefits, including holiday pay and other similar non-monetary benefits, are recognised as an expense in the period in which the service is received.

ii. Defined contribution pension plan

The company operates a defined contribution pension scheme. Contributions are charged in the profit and loss account as they become payable in accordance with the rules of the scheme. The assets of the pension scheme are held separately from those of the company.

iii. Annual bonus plan

The company operates an annual bonus plan for employees. An expense is recognised in the profit and loss account when the company has a legal or constructive obligation to make payments under the plan as a result of past events and a reliable estimate of the obligation can be made.

Taxation

Taxation expense for the period comprises current and deferred tax recognised in the reporting period. Tax is recognised in the profit and loss account, except to the extent that it relates to items recognised in other comprehensive income or directly in equity. In this case tax is also recognised in other comprehensive income or directly in equity respectively.

Current or deferred taxation assets and liabilities are not discounted.

i. Current tax

Current tax is the amount of income tax payable in respect of the taxable profit for the year or prior years. Tax is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the period end.

ii. Deferred tax

Deferred tax arises from timing differences that are differences between taxable profits and total comprehensive income as stated in the financial statements. These timing differences arise from the

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

3 Summary of significant accounting policies (continued)

inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements.

Deferred tax is recognised on all timing differences at the reporting date. Unrelieved tax losses and other deferred tax assets are only recognised when it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Taxation (continued)

ii. Deferred tax (continued)

Deferred tax shall be recognised when income and expenses from a subsidiary, associate or branch, or interest in joint venture have been recognised in the financial statements, and will be assessed to or allowed for tax in a future period, except where:

- a. the reporting entity is able to control the reversal of the timing difference; and
- b. it is probable that the timing difference will not reverse in the foreseeable future.

Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the period end and that are expected to apply to the reversal of the timing difference.

Intangible assets

Computer software is stated at cost less accumulated amortisation and accumulated impairment losses. Software is amortised over its estimated useful life, of between three and five years, on a straight line basis.

Where factors, such as technological advancement or changes in market price, indicate that residual value or useful life have changed, the residual value, useful life or amortisation rate are amended prospectively to reflect the new circumstances.

The assets are reviewed for impairment if the above factors indicate that the carrying amount may be impaired.

Property, plant and equipment and depreciation

Property, plant and equipment are stated at cost (or deemed cost) less accumulated depreciation and accumulated impairment losses. Cost includes the original purchase price, costs directly attributable to bringing the asset to its working condition for its intended use, dismantling and restoration costs and borrowing costs capitalised.

Depreciation is provided on property, plant and equipment so as to write off the cost, less any estimated residual value over their expected useful economic life as follows:

Leasehold Improvements	Straight line over the life of the lease
Computer hardware, plant and equipment	Straight line over 3 years
Furniture, fixture and fittings	Straight line over 5 years

Cash and cash equivalents

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

Financial instruments

The Company has chosen to adopt the Sections 11 and 12 of FRS 102 in respect of financial instruments.

i. Financial assets

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

3 Summary of significant accounting policies (continued)

Financial instruments (continued)

Basic financial assets, including trade and other receivables and cash and bank balances, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Such assets are subsequently carried at amortised cost using the effective interest method.

At the end of each reporting period financial assets measured at amortised cost are assessed for objective evidence of impairment. If an asset is impaired the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in profit or loss.

If there is decrease in the impairment loss arising from an event occurring after the impairment was recognised the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in profit or loss.

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

ii. Financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

The Company does not hold or issue derivative financial instruments for trading purpose.

iii. Offsetting

Financial assets and liabilities are offset and the net amounts presented in the financial statements when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle to liability simultaneously.

Share capital

Ordinary shares are classified as equity. Incremental costs directly attributable to the issue of new ordinary shares or options are shown in equity as a deduction, net of tax, from the proceeds.

Distributions to equity holders

Dividends and other distributions to company's shareholders are recognised as a liability in the financial statements in the period in which the dividends and other distributions are approved by the company's shareholders. These amounts are recognised in the statement of changes in equity.

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

4 Critical accounting judgements and estimation uncertainty

The Director believes there is no critical judgement in applying the company's accounting policies and no key accounting estimates and assumptions or uncertainty applied in the preparation of the company's financial statements.

5 Revenue

An analysis of revenue by origin and geographical market are given below.

	2019	2018
	£'000	£'000
Inter Company Recharges	6,519	5,822
Digital IQ Sales	3,266	2,223
	9,785	8,045

	2019	2018
	£'000	£'000
United Kingdom	5,463	4,236
Europe	450	424
Rest of World	3,872	3,385
	9,785	8,045

6 Operating Profit

Operating profit is stated after charging / (crediting):

	2019	2018
	£'000	£'000
Services provided by the company's auditors		
Fees payable to the company auditors for the audit of the company	12	8
Tax compliance services	4	2
Foreign currency (gain) / loss	(7)	49
Amortisation of intangible assets	224	224

7 Particulars of employees

The monthly average number of persons employed by the company (including Director) during the year, analysed by category, was as follows:

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

7 Particulars of employees (continued)

	2019 Number	2018 Number
Administration	41	42
Sales	5	4
	46	46

The aggregate payroll costs of these persons were as follows:

	2019 £'000	2018 £'000
Wages and salaries	4,313	3,660
Social security costs	438	385
Other pension costs (note 17)	103	83
	4,854	4,128

8 Director's remuneration

The director of the company is employed by other companies in the Penton Learning Systems LLC Group, and is remunerated by those companies in respect of those services to the group as a whole and for which no recharges are made to the company (2018: £nil).

9 Tax on Profit

	2019 £'000	2018 £'000
a) Tax expense included in profit or loss		
Current tax		
UK Corporation tax on profit of the year	309	80
Adjustments in respect of previous years	(10)	4
Total current tax	299	84
Deferred tax		
Origination and reversal of timing differences (see note 14)	1	1
Adjustments in respect of previous years	-	(55)
Total deferred tax	1	(54)
Total tax on profit on ordinary activities	300	30

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

9 Income Tax (continued)

b) Reconciliation of tax charge

The tax assessed on the profit on ordinary activities for the year is lower than (2018 – lower than) the standard rate of corporation tax in the UK of 19% (2018 – 19%). The differences are reconciled below:

	2019 £'000	2018 £'000
Profit on ordinary activities before taxation	1,624	419
Profit on ordinary activities multiplied by effects of standard rate of corporation tax in the UK of 19% (2018: 19%)	309	80
Expenses not deductible for tax purposes	1	1
Adjustments in respect of previous years	(10)	(51)
Tax charge for the year	300	30

Changes to the UK corporation tax rates were substantively enacted as part of Finance Bill 2016 (on 6 September 2016). These include reductions to the main rate to reduce the rate to 17% from 1 April 2020. Deferred taxes at the balance sheet date have been measured using these enacted tax rates and reflected in these financial statements.

10 Intangible assets

	Software £'000	Total £'000
Cost		
At 1 January and 31 December 2019	708	708
Accumulated Amortisation		
At 1 January 2019	353	353
Charge for the year	224	224
At 31 December 2019	577	577
Net book value		
At 31 December 2019	131	131
At 31 December 2018	355	355

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

11 Property, plant and equipment

	Leasehold improvements £'000	Computer hardware, plant and equipment £'000	Furniture, fixtures and fittings £'000	Total £'000
Cost				
At 1 January and 31 December 2019	54	93	15	162
Accumulated Depreciation				
At 1 January 2019 and 31 December 2019	54	93	15	162
Net book value				
At 31 December 2019	-	-	-	-
At 31 December 2018	-	-	-	-

12 Inventories

	2019 £'000	2018 £'000
Work in progress	41	26

There is no significant difference between the replacement cost of the inventory and its carrying amount.

13 Trade and other receivables

	2019 £'000	2018 £'000
Amounts owed by group undertakings	6,694	6,909
Trade debtors	760	480
Prepayments and accrued income	230	220
	7,684	7,609

Amounts owed by group undertakings are unsecured, interest free and repayable on demand.

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

14 Deferred tax

	2019 £'000	2018 £'000
Origination and reversal of timing differences	1	1
Adjustment in respect of previous years	-	(55)
Total Deferred Tax	1	(54)

The movement during the year on deferred tax balances were:

	£'000
At beginning of year	5
Current year charge – profit and loss account	(1)
At end of year	4

The net deferred tax liability relates to the reversal of timing differences on capital allowances and is expected to be utilised against expected future taxable profits.

15 Trade and other payables

	2019 £'000	2018 £'000
Trade payables	522	86
Amounts owed to group undertakings	4,503	5,234
Corporation tax	200	134
Deferred tax (see note 14)	4	5
Other taxation and social security	186	112
Other creditors	2	-
Accruals and deferred income	1,272	789
	6,689	6,360

Amounts owed to group undertakings are unsecured, interest free and repayable on demand.

16 Called up share capital

	2019 £	2018 £
Authorised		
2019: 2 (2018: 2) ordinary shares of £1 each	2	2
Allotted, called up and fully paid		
2019: 2 (2018: 2) ordinary shares of £1 each	2	2

There is a single class of ordinary shares. There are no restrictions on the distribution of dividends and the repayment of capital.

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

17 Post-retirement benefits

Defined contribution pension scheme

The pension cost charge for the year represents contributions payable by the company to the scheme that amounted to £67,000 and pension costs charged by group undertakings amounted to £36,000 (2018: £46,000 pension scheme and £37,000 group undertakings).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

18 Note to the statement of cash flows

	2019	2018
	£'000	£'000
Profit for the financial year	1,273	389
 Tax on profit on ordinary activities	 351	 30
Operating profit	1,624	419
Amortisation of intangibles	224	224
Working capital movements:		
- Increase in debtors	(76)	(2,247)
- Increase in stocks	(15)	(26)
- Increase in payables	265	123
Cash flow from operating activities	2,022	(1,507)

19 Contingent Liabilities

There is in place a cross guarantee on any overdrafts and loans with related parties IQPC Summits UK Limited, Worldwide Business Research Limited and IQPC Limited. At 31 December 2019 none of the companies covered by the cross guarantee had any overdrafts or bank loans.

20 Related parties

Ultimate parent undertakings and controlling party

The immediate parent undertaking is Penton Learning Systems LLC.

The ultimate parent undertaking and the smallest and largest group to consolidate these financial statements is Penton Learning Systems LLC. Copies of the Penton Learning Systems LLC consolidated financial statements can be obtained from the Company Secretary at Penton Learning Systems LLC, 535 5th Ave, 8th Floor, New York, NY 10017.

Related party transactions

During the year the company paid charges from Penton Learning Systems LCC amounting to £1,180,000 (2018: £1,000,000). The company also charged Penton Learning Systems LLC £3,511,000 (2018: £193,000). The net balance due from Penton Learning Systems LLC on 31 December 2019 was £417,000 (2018: £464,000).

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

20 Related parties (continued)

Related party transactions (continued)

IQPC Shared Services Limited is related to IQPC Limited via common control. During the year the company was charged by IQPC Limited £420,000 (2018: £100,000). The company also charged IQPC Limited £1,593,000 (2018: £1,257,000). The net balance due to IQPC Limited at 31 December 2019 was £4,500,000 (2018: £4,500,000).

IQPC Shared Services Limited is also related to IQPC Middle East FZ-LLC via common control. During the year the company was charged by IQPC FZ-LLC £74,300 (2018: £26,000). The company also charged IQPC FZ-LLC £310,000 (2018: £337,000). The net balance due from IQPC FZ-LLC on 31 December 2019 was £2,318,000 (2018: £1,800,000).

IQPC Shared Services Limited is also related to IQPC Saudi via common control. During the year the company was charged by IQPC Saudi £nil (2018: £nil). The company also charged IQPC Saudi £nil (2018: £nil). The net balance due from IQPC Saudi on 31 December 2019 was £nil (2018: £602,000).

IQPC Shared Services Limited is also related to International Quality and Productivity Centre Pty Limited via common control. During the year the company was charged by International Quality and Productivity Centre Pty Limited £688,000 (2018: £571,000). The company also charged International Quality and Productivity Centre Pty Limited £659,000 (2018: £507,000). The net balance due from International Quality and Productivity Centre Pty Limited on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to IQPC Gesellschaft fur Management Konferenzen mbH via common control. During the year the company was charged by IQPC Gesellschaft fur Management Konferenzen mbH £26,000 (2018: £54,000). The company also charged IQPC Gesellschaft fur Management Konferenzen mbH £471,000 (2018: £492,000). The net balance due from IQPC Gesellschaft fur Management Konferenzen mbH on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to IQPC Summits UK Limited via common control. During the year the company was charged by IQPC Summits UK Limited £2,200 (2018: £96,000). The company also charged IQPC Summits UK Limited £579,000 (2018: £609,000). The net balance due from IQPC Summits UK Limited on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to Worldwide Business Research Limited via common control. During the year the company was charged by Worldwide Business Research Limited £28,000 (2018: £32,000). The company also charged Worldwide Business Research Limited £937,000 (2018: £744,000). The net balance due from Worldwide Business Research Limited on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to Data Analytics Research and Technology Institute Pte Ltd via common control. During the year the company was charged by Data Analytics Research and Technology Institute Pte Ltd £81,000 (2018: £113,000). The company also charged Data Analytics Research and Technology Institute Pte Ltd £188,000 (2018: £221,000). The net balance due from Data Analytics Research and Technology Institute Pte Ltd on 31 December 2019 was £1,558,000 (2018: £1,558,000).

IQPC Shared Services Limited is also related to IQPC Worldwide PTE Ltd via common control. During the year the company was charged by IQPC Worldwide PTE Ltd £400,000 (2018: £468,000). The company also charged IQPC Worldwide PTE Ltd £460,000 (2018: £309,000). The net balance due from IQPC Worldwide PTE Ltd on 31 December 2019 was £1,861,000 (2018: £1,877,000).

IQPC Shared Services Limited is also related to WBR Singapore pte Limited via common control. During the year the company was charged by WBR Singapore pte Limited £nil (2018: £nil). The company also charged WBR Singapore pte Limited £55,000 (2018: £41,000.) The net balance due from WBR Singapore pte Limited on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

20 Related parties (continued)

Related party transactions (continued)

IQPC Shared Services Limited is also related to Penton Learning Systems LLC, DBA as IQPC Exchange via common control. During the year the company was charged by Penton Learning Systems LLC, DBA as IQPC Exchange £3,700 (2018: £14,000). The company also charged Penton Learning Systems LLC, DBA as IQPC Exchange £466,000 (2018: £574,000). The net balance due from Penton Learning Systems LLC, DBA as IQPC Exchange on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to Penton Learning Systems LLC, DBA as International Quality and Productivity Center via common control. During the year the company was charged Penton Learning Systems LLC, DBA as International Quality and Productivity Center £21,000 (2018: £24,000). The company also charged Penton Learning Systems LLC, DBA as International Quality and Productivity Center £1,615,000 (2018: £1,592,000). The net balance due from Penton Learning Systems LLC, DBA as International Quality and Productivity Center on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to Worldwide Business Research USA LLC via common control. During the year the company was charged by Worldwide Business Research USA LLC £8,000 (2018: £nil). The company also charged Worldwide Business Research USA LLC £858,000 (2018: £604,000). The net balance due from Worldwide Business Research USA LLC on 31 December 2019 was £nil (2018: £nil).

IQPC Shared Services Limited is also related to IQPC Digital LLC. During the year the company was charged by IQPC Digital LLC £152,000 (2018: £69,000). The company also charged IQPC Digital LLC £320,000 (2018: £168,000). The net balance due to IQPC Digital LLC on 31 December 2019 was £3,000 (2018: £nil).

IQPC Shared Services Limited is also related to ALPHA Events Limited LLC. During the year the company was charged by ALPHA Events Limited LLC £nil (2018: £nil). The company also charged ALPHA Events Limited LLC £1,157,000 (2018: £nil). The net balance due from ALPHA Events Limited LLC on 31 December 2019 was £360,000 (2018: £nil).

IQPC Shared Services Limited is also related to Energy Conference Network LLC. During the year the company was charged by Energy Conference Network LLC £nil (2018: £nil). The company also charged Energy Conference Network LLC £46,000 (2018: £nil). The net balance due from Energy Conference Network on 31 December 2019 was £9,000 (2018: £nil).

IQPC Shared Services Limited is also related to IQPC India Limited. During the year the company was charged by IQPC India Limited £nil (2018: £nil). The company also charged IQPC India Limited £nil (2018: £nil). The net balance due from IQPC India Limited on 31 December 2019 was £45,000 (2018: £47,000).

IQPC Shared Services Limited is also related to Enterprise Mobility LLC. During the year the company was charged by Energy Conference Network LLC £nil (2018: £nil). The company also charged Energy Conference Network LLC £46,000 (2018: £nil). The net balance due from Energy Conference Network on 31 December 2019 was £79,000 (2018: £83,000).

IQPC Shared Services Limited

Notes to the financial statements for the year ended 31 December 2019

21 Subsequent events

In the light of recent developments, the directors have assessed the potential implications of the coronavirus pandemic for the company and its financial statements. As detailed in the Directors' report, additional work has been performed to consider the impact of coronavirus on the ongoing business and, while there will be an economic impact, the directors have a reasonable expectation that the company will be able to continue in operation and meet its liabilities as they fall due for at least the next twelve months. At this time, we consider the impact of coronavirus to the company to be short-term. While some business may be lost, much of it will merely be deferred, as it is driven by clients' regulatory or supply chain requirements. The impact of the coronavirus pandemic has taken place since December 2019 and it is therefore a non-adjusting event. No changes resulting from the impact of coronavirus have been made to the valuation of any assets or liabilities in these financial statements.

The directors have considered the impact of the virus on the judgements made at 31 December on the carrying value of tangible and intangible fixed assets. Given the directors' view is that the impact of the virus is likely to be short-term, our assessment is that this will not materially affect the carrying value of these assets. The full impact will be reviewed during 2020 and any impairments, provisions or other adjustments will be taken, as required, in the 2020 financial statements.