Angard Staffing Solutions Limited

Annual Report and Financial Statements

For the 52 weeks ended 29 March 2020

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# Strategic report

# Principal activities

The principal activity of Angard Staffing Solutions Limited ('the Company') is the provision of temporary labour for Royal Mail Group.

### Results and dividends

Revenue has decreased by £6 million to £69 million (53 weeks ended 31 March 2019: £14 million increase to £75 million). Total people and other operating costs for the 52 weeks ended 29 March 2020 have decreased by £6 million (53 weeks ended 31 March 2019: £14 million increase to £75 million). The profit before tax was £124,000 (2018–19: £84,000). The Directors do not recommend a dividend (2018–19: £nil).

## Review of the business and future developments

The Company has established itself as a cost effective provider of temporary labour to Royal Mail Group. During the reporting period the Company has increased its provision of temporary labour to Royal Mail Group with a continuing commitment to this provision.

# Key Performance Indicators (KPIs)

The Directors consider a number of financial and non-financial KPIs in monitoring the performance of the Company, as follows:

- · Percentage of Royal Mail business for temporary labour;
- Customer Satisfaction;
- · Employee Satisfaction; and
- · Health and Safety for employees.

The Directors are satisfied that the Company has met its expectations with respect to the KPIs in this reporting period.

## Principal risk and uncertainties

#### Business risk

The Company is the preferred supplier of temporary industrial staff to Royal Mail Group and has no other customers. The Company is therefore susceptible to any change in approach by Royal Mail Group that would lead to either a reduction in the use of temporary industrial staff or a change to the preferred supplier.

### Risk arising from UK exit from the European Union (EU)

While negotiations are ongoing and the future UK-EU relationship remains unclear, it is not possible to predict with any degree of accuracy what impact Brexit could have on the Company. The Company will continue to trade as now while new arrangements are negotiated and implemented and will continue to monitor and evaluate any risk that arises.

## Risk from the impact of COVID-19

The Company is exposed to the same risk as Royal Mail in terms of the potential impact on resource due to COVID-19. Activity is in place to ensure additional resourcing is achieved to mitigate the risk. Communication processes are in place between Royal Mail and the Company to ensure the same Health & Safety guidance and measures are provided for all workers, and consistent tracking and recording is applied.

# Section 172 statement

The Companies (Miscellaneous Reporting) Regulations 2018 require Directors to explain how they considered and had regard to the interests of key stakeholders and the broader matters set out in Section 172(1) (a-f) of the Companies Act 2006 ("S172") when performing their duty to promote the success of the Company.

Section 172 requires a director of a company to act in the way he or she considers, in good faith, would most likely promote the success of the company for the benefit of its members as a whole, and in doing so have regard (amongst other matters) to:

- a. the likely consequences of any decisions in the long term;
- b. the interests of the company's employees;
- c. the need to foster the Company's business relationships with suppliers, customers and others;
- d. the impact of the Company's operations on the community and environment;
- e. the desirability of the Company maintaining a reputation for high standards of business conduct; and
- f. the need to act fairly as between members of the Company.

The Directors of the Company consider, both individually and collectively, that they have acted in the way they consider, in good faith, would be most likely to promote the success of the Company for the benefit if its members as a whole, and in doing so have had regard to the matters set out in S172, in the decisions taken during the reporting period.

The Company is a member of the Royal Mail plc Group and has adopted all applicable Group policies and procedures, including the Royal Mail Business Code of Conduct, Corporate Responsibility Policy and the Equality and Fairness Policy.

# Strategic report (continued)

The Company ensures that the requirements of S172 are met and that the interests of its stakeholder groups are considered through a combination of the following:

- Standing agenda items presented at each Board meeting, including updates on operations, performance, compliance and development, and health and safety.
- Regular engagement with our stakeholders, including, but not limited to, suppliers, customers and employees. For
  example, the Company requests regular feedback on the quality of its service from its employees.
- Consideration of the impact of the Company's operations on the community and the environment, and how this can be improved. For example, the Company works with 'welfare-to-work' providers in each area to engage the unemployed in those communities and undertakes paperless and remote candidate registration to reduce its carbon footprint.

As the Company forms part of the wider Group, stakeholder engagement also took place at Group level. You can read more about how the Royal Mail plc Group Board engaged with stakeholders during the reporting period in its Annual Report and Accounts for the financial year ended 29 March 2020, which can be found at www.royalmailgroup.com.

# Corporate responsibility

The Company is committed to carrying out its activities in a socially responsible manner in respect of the environment, employees, customers and local communities. The Royal Mail plc Group Board publishes details of its activities in its Annual Report and Financial Statements.

By Order of the Board

Michael Jeavons

Director

Angard Staffing Solutions Limited Registered Number: 05770579

Registered Office: 100 Victoria Embankment, London, EC4Y OHQ

# Directors' report

The Directors present the Annual Report and Financial Statements for the Company. These financial statements relate to the 52 weeks ended 29 March 2020 (2018-19: 53 weeks ended 31 March 2019).

## Directors and their interests

The following have served as Directors of the Company during the period ended 29 March 2020 and up to the date of approval of these financial statements unless otherwise stated:

Michael Jeavons

Sally Ashford (appointed 7 June 2019)

Jon Millidge (resigned 7 June 2019)

Reed Specialist Recruitment Limited

No Director has a beneficial interest in the share capital of the Company.

### Research and development

Expenditure in the period amounted to £nil (2018-19: £nil).

#### Political donations

There were no political donations made in the period (2018-19: £nil).

#### Audit information

The Directors confirm that, so far as they are aware, there is no relevant audit information of which the auditor is unaware and that each Director has taken all reasonable steps to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

#### Indemnity of Directors

To the extent permitted by the Companies Act 2006, the Company may indemnify any Director or former Director of the Company or any associated company against any liability. The ultimate parent undertaking, Royal Mail plc holds a Directors' and Officers' liability insurance policy covering the Directors and Officers or former Directors of its subsidiary undertakings against any liability.

## Cautionary statement regarding forward-looking information

Where this review contains forward-looking statements, these are made by the Directors in good faith based on the information available to them at the time of their approval of this Report. These statements should be treated with caution due to the inherent risks and uncertainties underlying any such forward-looking information. A number of important factors, including those in this document, could cause actual results to differ materially from those contained in any forward-looking statement.

### Going concern

The Directors are of the view that the Company has sufficient resources to enable it to meet its obligations as they fall due for a period of at least 12 months from the date of signing of these financial statements. Accordingly, the Directors consider that it is appropriate to prepare these financial statements on a going concern basis. See Note 1 for more details.

### Statement of Corporate Governance Arrangements

In accordance with the Companies (Miscellaneous Reporting) Regulations 2018, Angard Staffing Solutions Limited (the Company) has, as part of the wider Royal Mail Group (the Group), applied the principles of the UK Corporate Governance Code 2018 (the Code) for the financial year ended 29 March 2020.

The Group places a high value on good governance and promotes the highest levels of governance throughout the organisation. Full details of how the Group applied the Code can be found in the Group Annual Report and Accounts for the financial year ended 29 March 2020, which are available on the Royal Mail Group website.

# Statement of employee engagement

Whilst the Company is the employing entity, the principal route by which the Directors of the Company effect engagement of the Company are the process and practices of the parent Company, Royal Mail plc (the Group).

Simon Thompson, the designated Group Non-Executive Director for engagement with the workforce, leads an extensive colleague engagement programme. This includes holding Employee Voice Forums in the UK, as well as a number of formal gatherings and a series of informal, unstructured site visits. The learnings from the Forums are communicated with the Board and also employees in the monthly Royal Mail newspaper, on Royal Mail TV and through employee social media channels.

# Directors' report (continued)

The Group measures employee engagement through an annual Employee Engagement Survey which is also used to measure culture. This is an opportunity for employees to give their opinion on a series of topics ranging from leadership, business direction, communication, inclusion and pride in the company. There is also a People Panel which reviews and oversees the development of an action plan following the results of the Employee Engagement Survey.

The Group granted free shares to employees upon privatisation and also runs a Partnership and Matching Share Scheme which are both designed to align employees' interests with performance through share ownership.

To read more of the Group's employee engagement, please see pages 112 and 113 of the Royal Mail plc Annual Report and Accounts for the financial year ended 29 March 2020.

#### Auditor

KPMG LLP is deemed to be reappointed under section 487(2) of the Companies Act 2006.

#### **Employees**

The Company depends on the skills and commitment of its employees in order to achieve its objectives. Employee satisfaction is one of the key drivers in our business success and is included as a KPI. Our Employee Survey helps us identify the areas where we are doing well and those we need to improve.

The Company will not discriminate against employees on the grounds of race, colour, ethnic or national origin, nationality, disability, marital or civil partner status, sexual orientation, pregnancy or maternity, age, religion or belief (including political opinion in Northern Ireland), sex and gender reassignment.

The Company is committed to promoting fair participation and equality of opportunity for all our employees and job applicants. We aim to create an environment in which all individuals are able to make best use of their skills, free from discrimination or harassment. The Company's policy is to provide opportunities based on an employee's performance and skills.

The Company had 5.404 employees on average during the 52 weeks ended 29 March 2020 (2018-19: 5.272).

### Disabled employees

The Company gives full consideration to applications for employment from disabled persons where the candidates' particular aptitudes and abilities are consistent with adequately meeting the requirements of the job. Opportunities are available to disabled employees for training, career development and promotion.

# Strategic report

In accordance with s414c(ii) of the Companies Act, the Company has set out certain information in its Strategic report that is otherwise required to be disclosed in the Directors' report. This includes information regarding results and activities, dividends and a description of the principal risks and uncertainties facing the Company.

# Statement of Directors' responsibilities in respect of the financial statements

The Directors are responsible for preparing the Strategic report, 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 FRS 101 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 the profit or loss of the Company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them 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;
- assess the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use 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.

# Directors' report (continued)

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 are 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, and 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.

By Order of the Board

Michael Jeavons

Director

Angard Staffing Solutions Limited Registered Number: 05770579

Registered Office: 100 Victoria Embankment, London, EC4Y OHQ

# Independent Auditor's Report to the members of Angard Staffing Solutions Limited

## Opinion

We have audited the financial statements of Angard Staffing Solutions Limited ("the Company") for the 52 week period ended 29 March 2020 which comprise the Balance Sheet, the Income Statement, the Statement of Comprehensive Income, the 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 29 March 2020 and of its profit for the 52 week period 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

The directors have prepared the financial statements on the going concern basis as they do not intend to liquidate the group or the company or to cease their operations, and as they have concluded that the group and the company's financial position means that this is realistic. They have also concluded that there are no material uncertainties that could have cast significant doubt over their ability to continue as a going concern for at least a year from the date of approval of the financial statements ("the going concern period").

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 a year from the date of approval of the financial statements. In our evaluation of the Directors' conclusions, we considered the inherent risks to the Company's business model, including the impact of Brexit, and analysed how those risks might affect the Company's financial resources or ability to continue operations over the going concern period. We have nothing to report in these respects.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the absence of reference to a material uncertainty in this auditor's report is not a guarantee that the group or the company will continue in operation.

# Strategic report and Directors' report

The Directors are responsible for the Strategic report and the Directors' report. Our opinion on the financial statements does not cover those reports and we do not express an audit opinion thereon.

Our responsibility is to read the Strategic report and 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 Strategic report and Directors' report;
- in our opinion the information given in those reports for the financial period is consistent with the financial statements;
- in our opinion those reports have 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
- .  $\bullet$  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.

We have nothing to report in these respects.

# Independent Auditor's Report to the members of Angard Staffing Solutions Limited (continued)

# Directors' responsibilities

As explained more fully in their statement set out on page 5, 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 <a href="www.frc.org.uk/auditorsresponsibilities">www.frc.org.uk/auditorsresponsibilities</a>.

### 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.

lan Griffiths (Senior Statutory Auditor)
for and on behalf of KPMG LLP, Statutory Auditor

Chartered Accountants
15 Canada Square
London
E14 5GL

# Income statement

for the 52 weeks ended 29 March 2020 and 53 weeks ended 31 March 2019

	Notes	2020 £000	2019 £000
Continuing operations			
Revenue		68,821	74,810
People costs	2	(63,301)	(70,194)
Other operating costs	4	(5,397)	(4,532)
Profit before interest and tax		123	84
Finance income		1	
Profit before tax	•	124	84
Tax credit/(charge)	5	6	(4)
Profit for the period		130	80

# Statement of comprehensive income

for the 52 weeks ended 29 March 2020 and 53 weeks ended 31 March 2019

There is no comprehensive income other than the profit attributable to the Company of £130,000 (2018-19: £80,000).

# Statement of changes in equity

for the 52 weeks ended 29 March 2020 and 53 weeks ended 31 March 2019

	Share Capital £000	Retained earnings £000	Total equity £000
Balance at 25 March 2018	-	302	302
Profit for the period		80	80
Balance at 31 March 2019	-	382	382
Profit for the period	<u>-</u>	130	130
Balance at 29 March 2020	-	512	512

# Balance sheet at 29 March 2020 and 31 March 2019

	Notes	2020 £000	2019 £000
No.		2000	
Non-current assets			
Deferred tax asset	5	6	
Current assets			
Trade and other receivables	6	6,210	6,060
Cash and cash equivalents		507	347
		6,723	6.407
Current liabilities	·		
Trade and other payables	7	(6,211)	(6,025)
Net assets		512	382
Equity			
Share capital	8	-	-
Retained earnings		512	382
Total equity		512	382

The financial statements on pages 9 to 15 were approved by the Board of Directors on 4 December 2020 and were signed on its behalf by:

Michael Jeavons

Director

Angard Staffing Solutions Limited Registered Number: 05770579

Registered Office: 100 Victoria Embankment, London, EC4Y OHQ

# Notes to the financial statements

## 1. Accounting policies

The following accounting policies apply throughout the Company:

#### Accounting reference date

The financial period ends on the last Sunday in March and accordingly, these financial statements are made up to the 52 weeks ended 29 March 2020 (2018-19: 53 weeks ended 31 March 2019).

#### Authorisation of financial statements and statement of compliance with FRS 101

The financial statements of the Company for the period ended 29 March 2020 were authorised for issue by the board of Directors on 4 December 2020. The Company is incorporated and domiciled in England and Wales.

These financial statements were prepared in accordance with Financial Reporting Standard 101 Reduced Disclosure Framework (FRS 101) and in accordance with applicable accounting standards. The amendments to FRS 101 issued in March 2018 and effective from 1 January 2019 have been applied.

#### Basis of preparation

The Company has applied FRS 101 for all periods presented. The accounting policies which follow set out those policies which apply in preparing the financial statements for the period ended 29 March 2020.

The Company has taken advantage of the following disclosure exemptions under FRS 101:

- (a) the requirements of IFRS 7 Financial Instruments: Disclosures1;
- (b) the requirements of paragraphs 91-99 of IFRS 13 Fair Value Measurement (disclosure of valuation techniques and inputs used for fair value measurements of assets and liabilities)<sup>1</sup>;
- (c) the requirement in paragraph 38 of IAS 1 *Presentation of Financial Statements* to present comparative information in respect of:
  - (i) paragraph 79(a)(iv) of IAS 1 (reconciliation of shares outstanding);
- (d) the requirements of paragraphs 10(d), 10(f), 16, 38A, 38B-D, 40A-D, 111 and 134-136 of IAS 1 *Presentation of Financial Statements*:
- (e) the requirements of IAS 7 Statement of Cash Flows;
- (f) the requirements of paragraphs 30 and 31 of IAS 8 Accounting Policies, Changes in Accounting Estimates and Errors (information when an entity has not applied a new IFRS that has been issued but is not yet effective);
- (g) the requirements of paragraph 17 and 18(a) of IAS 24 Related Party Disclosures (key management compensation and related party transaction amounts); and
- (h) the requirements in IAS 24 *Related Party Disclosures* to disclose related party transactions entered into between two or more members of a group, provided that any subsidiary which is a party to the transaction is wholly owned by such a member.
- <sup>1</sup> Exemption taken as equivalent disclosures are included in the consolidated financial statements of Royal Mail plc..

## Going concern

The Company had net assets of £512,000 at 29 March 2020 (2018-19: £382,000).

The Company has a dependency on its immediate parent company, Royal Mail Group Limited, for the provision of temporary resource for use in the UK operation. Royal Mail Group Limited forms a significant part of the Royal Mail plc Group and the Directors can therefore consider the going concern position of that wider Group when considering their own Company's position. The following disclosures were made by Royal Mail plc Group in its Half Year results announced to the London Stock Exchange on 19 November 2020:

The Directors have reviewed both the current business projections and downside scenarios and assessed these against committed and undrawn funding facilities of £925 million at 27 September 2020 through the bank syndicate loan facility and other liquid resources available to the Group (cash at bank £385 million and cash equivalent investments of £687 million at 27 September 2020).

The downside scenarios included a continued economic downturn resulting from further COVID-19 restrictions and Brexit; increased competition in the UK parcels sector; and the potential impact of industrial action.

These risks were quantified to create a downside scenario that took into account the levels of committed capital and expenditure, as well as other short-term cost and cash actions which could mitigate the impact of the risks. Mitigating actions included the continued suspension of the dividend; reducing variable hours and cost of sales; removing discretionary pay; reducing our internal investment; and reducing our one-off projects.

## 1. Accounting policies (continued)

Consideration was also given to the large fixed cost base required to deliver the Universal Service Obligation in its current form. The downside scenarios were tested to determine whether the Group would remain solvent. The Directors have made their assessment based on the best view of the severe but plausible downside scenarios that the Group might face. If outcomes are significantly worse, the Directors would need to consider what additional mitigating actions would be needed, for example assessing the value of our asset base to support liquidity. Consequently, the Directors have concluded that to stress test a level of increased severity (beyond the downside scenario) is not currently reasonable.

The Group had net current liabilities of £108 million at 27 September 2020, which included £267 million deferred income, representing an obligation to deliver a service, which is not a cash liability. The financial statements have therefore been prepared on a going concern basis, which the Directors consider to be appropriate.

The Directors have a covenant waiver from its bank syndicate which removes the bank syndicate loan facility net debt/EBITDA and EBITDA/interest covenant tests for September 2020, March 2021 and September 2021, but which are replaced by a minimum liquidity covenant of £250 million. The Group still retains access to, but has not used, the Covid Corporate Finance Facility (CCFF), however changes introduced by the Bank of England (which affect all counterparties) have had the following impacts:

- Maximum maturity date of 19 May 2021 unless an extension is requested from the Bank of England by 31 December; and
- Facility size has been reduced to £300 million.

The downside scenarios indicate that the Group would not need to draw on both the CCFF and the bank syndicate loan facility at the same time in order to maintain sufficient liquidity.

The Royal Mail Group Limited Directors have also signed a Letter of Support indicating that they will continue to provide the Company with financial support, as necessary, to meet any liabilities that become due.

On the basis of the above factors, the Directors are confident that the Company will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements and have therefore prepared the financial statements on a going concern basis.

#### Changes in accounting policy

The accounting policies are consistent with those of the previous period.

# Key sources of estimation uncertainty and critical accounting judgements

Due to the relatively straightforward nature of the Company and its operations there are not believed to be any significant estimates or accounting judgements applied in the preparation of these financial statements.

# Intercompany transactions

The Company makes use of the services of other companies within Royal Mail Group in order to take advantage of Group synergies, having regard to the mutual dependencies that exist. The intercompany transactions recognise these dependencies and are reached through negotiation between the respective companies.

# Revenue recognition

All revenue comprises reimbursement of people costs and administrative charges incurred by the Company in performing its principal activity of providing temporary resource to Royal Mail Group. Revenue is recognised at the point when contractual obligations are met.

# Income tax and deferred tax

Current tax is based on the results for the reporting period as adjusted for items that are non-assessable or disallowed. It is calculated using rates that have been substantively enacted at the balance sheet date.

Deferred income tax assets and liabilities are recognised for all taxable and deductible temporary differences and unused tax assets and losses except:

- Initial recognition of goodwill;
- The initial recognition of an asset or liability in a transaction that is not a business combination and, at the time of the transaction, affects neither the accounting profit nor taxable profit and loss; and
- Taxable temporary differences associated with investments in subsidiaries, associates and interest in joint ventures, where the timing of the reversal of the temporary difference can be controlled and it is probable that the temporary difference will not reverse in the foreseeable future.

Deferred tax assets are recognised only to the extent that it is probable that taxable profit will be available against which they can be utilised

# 1. Accounting policies (continued)

The carrying amount of deferred tax assets is reviewed at each balance sheet date and increased or reduced to the extent that it is probable that sufficient taxable profit will be available to allow them to be utilised.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply to the period when the tax asset is realised or the liability is settled, based on tax rates (and tax laws) that have been substantively enacted at the balance sheet date. Deferred tax balances are not discounted.

Current and deferred tax is charged or credited directly to equity if they relate to items that are credited or charged directly to equity, otherwise it is recognised in the income statement.

### 2. People costs and numbers

The Company meets the full costs of employment for its members of staff. The following information is provided about these people:

	52 weeks	53 weeks
	2020	2019
-u	£000	£000
Wages and salaries	(58,902)	(65,264)
Social security costs	(3,709)	(4,413)
Pension costs	(690)	(517)
Total	(63,301)	(70,194)

Staff numbers, calculated on a headcount basis and including part-time employees were:

	Period end employees		Average employees	
	<b>52 weeks</b> 53 weeks		52 weeks	53 weeks
	2020	2019	2020	2019
Total employees	5,844	5,361	5,404	5,272

### 3. Directors' remuneration

The Directors, excluding Reed Specialist Recruitment Limited, are employees of other undertakings within the Royal Mail Group and did not perform substantive services for the Company during the period, therefore the Directors did not receive any remuneration from the Company during the period (2018-19: £nil).

There are no pension contributions to Directors in respect of qualifying services.

# 4. Other operating costs

	52 weeks	53 weeks
The operating profit from continuing operations is stated after charging:	2020	2019
	£000	£000
Management fees	(200)	(200)
Reed Specialist Recruitment Ltd costs	(4,221)	(3,682)

Auditor's remuneration amounted to £10,000 (2018-19: £10,000) for the audit of the statutory financial statements and was met by the immediate parent company, Royal Mail Group Limited. The auditor did not provide any non-audit services for the periods ended 29 March 2020 and 31 March 2019.

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(a) Tax credit/(charge) recognised in the period	52 weeks 2020 £000	53 weeks 2019 £000
Tax charged in the income statement		
Current income tax:		
Current UK income tax charge	<u> </u>	<u> </u>
Deferred tax:		
Origination and reversal of timing differences	6	(4)
Effect of change in tax rates		
Total deferred income tax credit/(charge)	6	(4)
Tax credit/(charge) in the income statement	6	(4)

# (b) Reconciliation of the total tax credit/(charge)

The tax assessed for the period differs from the statutory rate of corporation tax in the UK of 19% (2018–19: 19%). The differences are explained below:

		52 weeks	53 weeks
	•	2020	2019
	<u> </u>	£000	£000
Profit before tax	· · · · · · · · · · · · · · · · · · ·	124	84
Profit multiplied by the sta	atutory rate of corporation tax in the UK of 19% (2018-19: 19	(23)	(16)
Transfer pricing income a	djustment	(1)	(1)
Effect of group relief surre	enders from other companies for no payment	30	13
Tax credit/(charge) in the	he income statement	6	(4)

# (c) Factors that may affect future tax charges

The UK corporation tax rate is 19%. In accordance with accounting standards, the effect of this rate on deferred tax balances has been reflected in these financial statements, dependent upon when temporary differences are expected to reverse.

# (d) Deferred tax

Total	. 6	
Short-term timing differences	6	
	£000	£000
	At 29 March 2020	At 31 March 2019

The movement on deferred tax is shown below:

· · · · · · · · · · · · · · · · · · ·	£000
Deferred tax asset at 31 March 2019	-
Total deferred income tax credit	6
Deferred tax asset at 29 March 2020	6

### 6. Trade and other receivables

o. Hade and other receivables	At 29 March 2020	At 31 March 2019
Trade receivables	£000 2	£000 17
Amount due from parent company	6,208	6,043
Total	6,210	6,060

# 7. Trade and other payables

	At 29 March 2020 £000	At 31 March 2019 £000
Trade creditors and accruals	(5,465)	(5,137)
Social security	(746)	(888)
Total	(6,211)	(6,025)

# 8. Issued share capital

	At 29 March 2020 £	At 31 March 2019 £
Authorised and issued		
One ordinary share of £1	1	1
Total	1	1

# 9. Related party information

The Company has taken advantage of two of the exemptions conferred by FRS 101.8, whereby certain details regarding transactions with 100% owned subsidiaries within the same Group do not have to be disclosed where Group financial statements are publicly available and disclosures relating to key management personnel compensation are not required.

·		chases/ ges from d party	Amounts owed to related party including outstanding loans	
,			At 29	At 31
	52 weeks	53 weeks	March	March
	2020	2019	2020	2019
	£000	£000	£000	£000
Reed Specialist Recruitment Limited	(4,221)	(3,682)	(607)	(545)

Reed Specialist Recruitment Limited is a Director of the Company and the £4,221,000 (2018-19: £3,682,000) purchases relate to administrative fees for recruitment functions.

The sales to and purchases from related parties are made at market prices. Balances outstanding at the period end are unsecured, interest free and settlement is made by cash.

### 10. Immediate and ultimate parent company

At 29 March 2020, Royal Mail Group Limited is the immediate parent company and Royal Mail plc is the ultimate parent company. The results of the Company are included in the Royal Mail plc Annual Report and Financial Statements, which are available from the Company Secretary, 100 Victoria Embankment, London, EC4Y 0HQ or at www.royalmailgroup.com.