# HSBC Gibbs Benefit Consultants Limited Directors' Report and Consolidated Financial Statements 31st December 1996

(Registered Number: 676122)



#### **Report of the Directors**

The directors submit their report and the audited financial statements of the company and the group for the year ended 31st December 1996.

#### **Principal Activity**

The principal activity of the company is that of pension consultancy which, combined with the financial management activities of HSBC Gibbs Consulting Limited (a subsidiary undertaking), enables the group to provide a full range of financial management services.

#### **Business Review**

The opening of a new division, the acquisition in the previous year and an improvement in market conditions contributed to increased volumes of business. While there is some optimism that the improved conditions will continue in 1997 the ongoing SIB Pension Transfer and Opt-Out Review remains an unsettling factor.

#### Results and Dividends

The consolidated results of the group for the year are detailed in the consolidated profit and loss account on page 5. The directors recommend a dividend payment of £2.40 per share (1995: £nil) in respect of the year ended 31st December 1996.

#### **Fixed Assets**

Movements in fixed assets are detailed in note 11.

#### **Charitable Donations**

The company made charitable donations of £1,858 (1995: £1,432) during the year.

#### **Supplier Payment Policy**

It is the company's policy to negotiate terms with its suppliers in all sectors and to ensure that they know the terms on which payment will take place when the business is agreed. It is our policy to abide by these terms.

## Report of the Directors

#### **Directors**

The directors who served during the year were:

**G F Puttergill** 

(Chairman)

J Bonnett

R Haines

K Insole

C M Johnstone

D Lackenby

T M McIntyre

(Resigned 6th February 1996)

R A R Mattingly

S Moran

**B** Murphy

No director had any disclosable interest in any group undertaking (HSBC Holdings plc group) at any time during the year.

By order of the Board

D GABLE

Secretary

31st January 1997

Antony Gibbs House Ridgmont Road St. Albans Herts AL1 3AB

#### Statement of 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 affairs of the company and the group and of the profit or loss of the group for that period. In preparing those 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 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 group will continue in business.

The directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and the group and to enable them to ensure that the financial statements comply with the Companies Act 1985. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

#### Auditors' Report to the Members of

#### **HSBC Gibbs Benefit Consultants Limited**

We have audited the financial statements on pages 5 to 18.

#### Respective responsibilities of directors and auditors

As described on page 3 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

#### **Basis of Opinion**

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

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

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of affairs of the group and of the company as at 31st December 1996 and of the profit of the group for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

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KPMG Audit Plc Chartered Accountants Registered Auditor 31st January 1997 Aquis Court 31 Fishpool Street St Albans Herts AL3 4RF

31 January 1947

# Consolidated Profit and Loss Account for the Year Ended 31st December 1996

	Note	Continuing Oper Note 1996 1	
	14016	£'000	1995 £'000
TURNOVER Administrative expenses	2	13,735 (12,851)	11,403 (11,284)
OPERATING PROFIT		884	119
Other interest receivable and similar income	3	232	158
Interest payable and similar charges	4	(107)	(76)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	5-7	1,009	201
Tax on profit on ordinary activities	8	(400)	(84)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		609	117
PROPOSED DIVIDEND	9	(600)	-
RETAINED PROFIT FOR THE FINANCIAL YEAR	19	9	117

During the year the group acquired the life and pensions business of an Insurance Broker. This acquisition is not considered material and accordingly the disclosures required under FRS 3 have not been given above.

The notes on pages 8 to 18 form part of these financial statements.

## Company and Consolidated Balance Sheet at 31st December 1996

	Note	Gra	рир	Comp	vany
		1996 £'000	1995 £'000	1996 £'000	1995 £'000
FIXED ASSETS Tangible Assets Investments	11 12	308	496 -	224 110	376 110
		308	496	334	486
CURRENT ASSETS Debtors Cash at bank and in hand	13 14	4,160 4,737	3,878 3,209	3,929 1,408	2,933 2,044
		8,897	7,087	5,337	4,977
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	15	(4,818)	(3,154)	(3,125)	(2,597)
NET CURRENT ASSETS		4,079	3,933	2,212	2,380
TOTAL ASSETS LESS CURRENT LIABILITIES		4,387	4,429	2,546	2,866
CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	16	(1,497)	(1,578)	(1,247)	(1,328)
PROVISIONS FOR LIABILITIES AND CHARGES	17	(911)	(731)	(449)	(300)
NET ASSETS		1,979	2,120	850	1,238
CAPITAL AND RESERVES Called up share capital Profit and loss account	18 19	250 1,729	250 1,870	250 600	250 988
SHAREHOLDER'S FUNDS		1,979	2,120	850	1,238
			-		

These financial statements were approved by the Board of Directors on 31st January 1997 and were signed on its behalf by:

R HAINES - Director

**B MURPHY - Director** 

The notes on pages 8 to 18 form part of these financial statements.

## Statement of Total Recognised Gains and Losses for the Year Ended 31st December 1996

	Group		Company	
	1996 £'000	1995 £'000	1996 £'000	1995 £'000
Profit and total recognised gains and losses for the financial year	609	117	212	68

## Reconciliation of Movement in Shareholder's Funds for the Year Ended 31st December 1996

	Gro	Group		Company	
	1996 £'000	1995 £'000	1996 £'000	1995 £'000	
Profit for the financial year	609	117	212	68	
Ordinary dividends	(600)	-	(600)	-	
Goodwill written off to Reserves	(150)	-	-	-	
Shareholder's funds at 1st January	2,120	2,003	1,238	1,170	
			<del></del>	<del></del>	
Shareholder's funds at 31st December	1,979	2,120	850	1,238	

#### Notes to the Financial Statements

1. Principal Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements of the group and of the company.

(a) Basis of preparation

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

(b) Turnover

Turnover represents commissions and fees receivable in the UK excluding value added tax. Credit is taken for recurring fees at the beginning of a particular pension scheme year and for commission when the first premium payment is charged to the client. Non recurring fees are recognised after the service is rendered and subsequently invoiced to the client.

(c) <u>Depreciation</u>

Depreciation is calculated to write off the cost of tangible fixed assets by equal instalments over their estimated useful lives. The following depreciation rates are used:

Fixtures, fittings and office equipment 20% and 10% Plant and machinery 33%

(d) Deferred taxation

Deferred taxation in respect of the taxation effect of all timing differences is provided to the extent that it is probable that liabilities will crystalise.

(e) Pension costs

The group and company contribute to defined benefit pension schemes with trust assets invested outside the group. For these schemes, the profit and loss account is charged with the cost of providing benefits, as they accrue, in accordance with SSAP24.

The group and company also contributes to a defined contribution scheme, contributions being charged in full to the profit and loss account in the year incurred.

(f) Basis of consolidation

The group accounts consolidate the accounts of HSBC Gibbs Benefit Consultants Limited and all its subsidiary undertakings. The consolidated accounts are based on accounts of subsidiary undertakings which are coterminous with those of the parent company. Unless otherwise stated, the acquisition method of accounting has been adopted. Under this method, the results of subsidiary and associated undertakings acquired or disposed of in the year are included in the consolidated profit and loss account from the date of acquisition or up to the date of disposal. Goodwill arising on consolidation (representing the excess of the fair value of the consideration given over the fair value of the separable net assets acquired) is written off against reserves in the year of acquisition. In the company's accounts, investments in subsidiary undertakings are stated at cost less amounts written off. Dividends received and receivable are credited to the company's profit and loss account to the extent that they represent a realised profit for the company.

(g) Operating leases

Rentals payable under operating leases are charged to the profit and loss account in the period to which they relate, in accordance with SSAP21.

(h) Finance leases

Where the group entered into a lease which entails taking substantially all risks and rewards of ownership of an asset, the lease is treated as a finance lease. The asset is recorded in the Balance Sheet as a tangible Fixed Asset and is depreciated over its estimated useful life or the term of the lease, whichever is shorter. Future instalments on such leases, net of finance charges, are included within Creditors. Rentals payable are apportioned between the finance element, which is charged to the Profit and Loss Account over the period of the lease, representing a constant proportion of the balance of the capital repayments outstanding, and the capital element which reduces the outstanding obligation for future instalments.

#### **Notes to the Financial Statements**

## (i) <u>Investments</u>

The book value of investments in the company's accounts represents the lower of cost and directors' valuation for investments in group undertakings.

#### 2. Turnover

By class of business:	1996 £'000	1995 £'000
Fees Commissions	7,448 6,287	6,794 4,609
	13,735	11,403

(The directors do not believe that profit can be apportioned between the business classes on a meaningful basis).

## 3. Other Interest Receivable and Similar Income

	1996 £'000	1995 £'000
Group companies Other	216 16	143 15
		<del></del>
	232	158

## 4. Interest Payable and Similar Charges

	1996 £'000	1995 £'000
On bank loans and overdrafts		
wholly repayable within five years: Group companies	87	57
Finance charges payable in respect of finance leases	20	19
	·	
	107	76

#### **Notes to the Financial Statements**

#### 5. Profit on Ordinary Activities before Taxation

Profit on ordinary activities before taxation is stated after charging the following:

	1996 £'000	1995 £'000
Directors' emoluments including pension contributions	799	999
Exceptional items included within administrative charge (redundancy costs including directors)	-	392
Depreciation of tangible fixed assets:	93	69
finance leases other	120	115
Auditors' remuneration:		
audit fees	50	50
regulatory fees	12	12
other fees	6	5
Operating lease rentals:		
hire of plant & machinery	504	442
land & buildings	376	376
Finance lease charges	109	86

#### 6. Staff Numbers and Costs

The average number of persons employed by the group (including directors) during the year was 249 (1995: 218) and comprised:

	1996 No.	1995 No.
Management	22	19
Consultants and pension administrators	100	86
Office administrators	127	113
	249	218
	====	====
The aggregate payroll costs of these persons were as follows:	1996 £'000	1995 £'000
Salaries and bonuses	6,715	5,663
Social security costs	644	521
Pension costs	569	531
	7,928	6,715

#### Notes to the Financial Statements

The majority of staff are members of the Gibbs Pension & Life Assurance Plan, which is a funded defined benefit scheme. The assets are held separately in a trust fund administered by trustees. Annual profits are charged with pension contributions, based on the total pension costs for HSBC Gibbs Benefit Consultants Limited, which are assessed in accordance with the advice of qualified actuaries (who are employees of the company) using the projected unit method.

The latest actuarial valuation was made as at 1st April 1995, full details of which are given in the financial statements of HSBC Gibbs Holdings Limited.

The pension charge for the year was £569,000 (1995: £531,000).

The pension charge for the year includes £84,000 (1995: £81,000) contributions to the Antony Gibbs Money Purchase Pension Plan, a defined contribution pension scheme with assets held in a trust fund also administered by trustees. There were no contributions outstanding at the end of the year (1995: £nil).

#### 7. <u>Directors' Emoluments</u>

The emoluments of the directors, excluding pension contributions, comprised:

	1995 £'000	1995 £'000
Remuneration as executives	717	891
The emoluments of the chairman and the highest paid director were:		
	1996 £'000	1995 £'000
Chairman Highest Paid Director	133	125

#### **Notes to the Financial Statements**

The emoluments of the directors (including the chairman and highest paid director), excluding pension contributions, were within the following bands:

	1996 No.	1995 No.
Under £5,000	2	2
£ 25,001-£ 30,000	-	1
£ 65,001-£ 70,000	-	1
£ 70,001-£ 75,000	1	2
£ 75,001-£ 80,000	2	2
£ 80,001-£ 85,000	1	2
£ 85,001-£ 90,000	1	1
£ 90,001-£ 95,000	1	-
£ 95,001-£100,000	1	-
£115,001-£120,000	-	1
£125,001-£130,000	-	1
£130,001-£135,000	1	-

#### 8. <u>Taxation</u>

	1996 £'000	1995 £'000
UK corporation tax, based on profits for the year, at 33% (1995: 33%)	385	89
Under/(over) provision in previous years	15	(5)
	400	84
		<del></del>

#### 9. Dividends

The aggregate amount of proposed dividend is £600,000 (1995: nil).

#### 10. Profit Attributable to Shareholders of Holding Company

A separate profit and loss account dealing with the results of the holding company has not been presented as permitted by S230 of the Companies Act 1985. Of the group's total profit after tax for the financial year £212,000 (1995: £68,000) is attributable to the holding company.

#### **Notes to the Financial Statements**

#### 11. Tangible Fixed Assets

	Fixtures, fittings & office equipment		Plant & machinery		Total	
	Group £'000	Company £'000	Group £'000	Company £'000	Group £'000	Company £'000
Cost: At 1st January 1996 Additions Disposals	440 23 (146)	396 (129)	931 2 (311)	725 (273)	1,371 25 (457)	1,121 (402)
At 31st December 1996	317	267	622	452	939	719
Depreciation: At 1st January 1996 Charge for the year	340 45	306 35	535 168	439 117	875 213	745 152
Disposals	(146)	(129)	(311)	(273)	(457)	(402)
At 31st December 1996	239	212	392	283	631	495
Net book value: At 31st December 1996	78	55	230	169	308	224
At 1st January 1996	100	90	396	286	496	376

Included within Plant and machinery are assets held under finance leases at a cost of £303,000 (1995: £303,000) and net book value of £141,000 (1995: £234,000).

During the period the Directors reviewed the Fixed Asset Register of group companies. As a result fully depreciated assets with cost and accumulated depreciation of £457,000 have been removed from the fixed asset note above, of which £402,000 relates to the company.

#### **Notes to the Financial Statements**

#### 12. Investments (held as Fixed Assets)

Shares in group undertaking:
At 31st December 1996

Company
£'000

110

#### **Subsidiary Companies**

The following companies, all of which were incorporated in the United Kingdom and registered in England and Wales, were undertakings of the company at 31st December 1996.

Company	Activity	% of ordinary share capital owned
HSBC Gibbs Consulting Limited	Financial planning & investment management	100%
Antony Gibbs Trustees Limited	Corporate trustees to pension schemes	100%
HSBC Gibbs Actuarial and Advisory Services Limited	Actuarial services	100%
St Cross Trustees Ltd	Corporate trustees to pension schemes	100%
LGA Trustees Ltd	Corporate trustees to pension schemes	100%

In addition the following company, registered in England and Wales, was owned by HSBC Gibbs Consulting Limited at 31st December 1996.

Company	<b>Activity</b>	% of ordinary share capital owned	
AGHC Nominees Limited	Non Trading	100%	

In the opinion of the directors the value of the company's investments in its undertakings is not less than the amount at which they are included in the balance sheet.

## Notes to the Financial Statements

#### 13. <u>Debtors</u>

		Group		Company	
		1996 £'000	1995 £'000	1996 £'000	1995 £'000
	Trade debtors	3,682	3,444	2,881	2,634
	Amounts owed to holding and fellow subsidiary			670	
	undertakings	104	90	670 104	90
	Other debtors Prepayments and accrued income	374	344	274	209
		4160	3,878	3,929	2,933
			<del></del>		
14.	Cash at Bank and in Hand				
		1996 £'000	1995 £'000	1996 £'000	1995 £'000
	Group undertakings				
	Cash deposited with the Hongkong and Shanghai Banking Corporation Ltd	-	993	_	500
	Cash deposited with the Midland Bank plc	4,737	1,908	1,408	1,544
	Non group deposits	••	308	-	-
		4,737	3,209	1,408	2,044
		<del>-</del>	******	·	
15.	Creditors: Amounts falling due within one year				
		Gr	оир		pany
		1996 £'000	1995 £'000	1996 £'000	1995 £'000
	Ol I' and an employ finance legger	81	89	81	89
	Obligations under finance leases Trade creditors	551	325	175	171
	Amounts owed to group undertakings:				250
	Holding and fellow subsidiary undertakings	841	795 -	335	270 512
	Subsidiary undertakings Corporation tax	418	96	161	54
	Other taxes	203	213	203	213
	Social Security	140	117	140	117
	Other creditors	778	850	710	790
	Accruals and deferred income	1,206	669	720 600	381
	Dividend proposed	600			
		4,818	3,154	3,125	2,597

Finance leases are held with Forward Asset Finance Limited, a fellow subsidiary undertaking of HSBC Holdings plc.

#### **Notes to the Financial Statements**

## 16. Creditors: Amounts falling due after more than one year

	Group		Company	
	1996 £'000	1995 £'000	1996 £'000	1995 £'000
Obligations under finance leases Amounts owed to group undertakings: Loans from fellow subsidiary undertaking:	47	128	47	128
	1,450	1,450	1,200	1,200
	<del></del>			
	1,497	1,578	1,247	1,328

The loans are interest bearing at LIBOR and repayable upon demand but are subordinated to the other indebtedness of the group.

Group

Company

#### 17. Provisions for Liabilities and Charges

		£'000	£'000
	Opening 1st January 1996 Increase during the year	731 180	300 149
	Closing 31st December 1996	911	449
		<del></del>	======
18.	Called Up Share Capital		
		1996	1995
	201	£'000	£'000
	Ordinary shares of £1 each: Authorised, allotted, called up and fully paid	250	250
		<del></del>	

#### 19. Profit & Loss Account

	Group		Company	
	1996 £'000	1995 £'000	1996 £'000	1995 £'000
Retained profit brought forward Retained profit/(loss) for the year Goodwill written off	1,870 9 (150)	1,753 117 -	988 (388) -	920 68
		<del></del>		
Retained profit carried forward	1,729	1,870	600	988

Since 1989 the accumulated amount of goodwill written off directly to reserves is £1,030,000 (1995: £880,000) and £430,000 (1995: £430,000) in the group and company respectively.

#### Notes to the Financial Statements

#### 20. Acquisition

On 6th November 1996 the life and pensions business of a Glasgow based Insurance Brokers was acquired by an intermediate holding company. Part of the business was transferred to the group together with associated goodwill of £150,000. The fair value of the assets acquired and consideration given are as follows:

	£'000
Fair value of assets acquired Consideration:	(150)
Goodwill arising	(150)

#### 21. <u>Deferred Taxation</u>

At 31st December, 1996 and 1995 there was no liability or potential liability for deferred taxation.

#### 22. Lease Commitments

#### Operating leases

At the year end the group's annual commitments under operating leases were as follows:-

	Company & Group Land & Buildings		Company & Group Plant & Machiner	
	1996 £'000	1995 £'000	1996 £'000	1995 £'000
Expiring within 1 year Expiring between 2-5 years Expiring after more than 5 years	<u>-</u>	-	49 319	23 285
	376	376	-	
	<del> </del>		<del></del>	
	376	376	368	308
	<del></del>	<del></del>		

#### Finance leases

At the end of the year the company and group had obligations under finance leases maturing as follows:

1996 £'000	1995 £'000
90	109
50	140
140	249
(12)	(32)
128	217
	£'000 90 50 140 (12)

#### Notes to the Financial Statements

#### 23. Cash Flow Statement

Under FRS1 the group is exempt from the requirement to include a cash flow statement in its financial statements as it is a wholly owned subsidiary of HSBC Holdings plc., a company incorporated in the UK. HSBC Holdings plc will publish a cash flow statement in its own financial statements to include the cash flows of the group.

#### 24. Contingencies

#### Group guarantees

Under a group registration all companies within the group are jointly and severally liable for Value Added Tax due by other UK group companies. No valuable security has been provided by the company in respect of the above contingency.

#### Pension transfers and opt-outs

Guidance has been issued by the PIA affecting all companies involved in the business of pension transfers and opt outs. The company is reviewing the business transacted in order to determine the extent of any exposure. In view of the uncertainties affecting the outcome of this review, a provision exists in these accounts for liabilities for compensation payments and related costs, and assurance has also been obtained from the directors of an intermediate holding company that in the event of any further compensation being payable to customers, it will make available to the company such funds as are necessary.

#### Investors compensation scheme levy

The Investors Compensation Scheme may charge levies in respect of compensation paid to policy-holders who were advised by other Independent Financial Advisers who are now unable to meet those liabilities. It is not possible at this stage to estimate the levies which will be charged in the future and therefore no provision has been made in the financial statements.

## 25. <u>Ultimate Parent Company and Parent Undertaking of Larger Group of which the Company is a</u> Member

The company is a subsidiary undertaking of HSBC Holdings plc which is the ultimate parent company, registered in England and Wales.

The largest and smallest group in which the results of the company are consolidated is that headed by HSBC Holdings plc, registered in England and Wales. The consolidated financial statements of this group are available to the public and may be obtained from 10 Lower Thames Street, London EC3R 6AE. No other group financial statements include the results of the company.