Registered number: 02005673

# **BURO HAPPOLD CONSULTING ENGINEERS LIMITED**

# DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2013

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# REPORT AND FINANCIAL STATEMENTS

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#### OFFICERS AND PROFESSIONAL ADVISERS

**DIRECTORS** J E Pugh

P Dalglish
P Kelly
A J Harbinson
R B Marshall
C J D Young
K T Mitchell

R J Nickells O C P Plunkett

COMPANY SECRETARY P M R Penkman

COMPANY NUMBER 02005673

REGISTERED OFFICE Camden Mill

Lower Bristol Road

Bath BA2 3DQ

AUDITOR Baker Tilly UK Audit LLP

Chartered Accountants

Hartwell House 55-61 Victoria Street

Bristol BS1 6AD

BANKERS Royal Bank of Scotland plc

280 Bishopsgate

London EC2M 4RB

HSBC Bank Middle East Ltd

PO Box 66 Dubai U A E

Saudi Hollandi Bank

PO Box 1467 Riyadh 11431

Kingdom of Saudi Arabia

#### DIRECTORS' REPORT Year ended 30 April 2013

The directors present their report and the financial statements for the year ended 30 April 2013

#### **DIRECTORS' RESPONSIBILITIES STATEMENT**

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

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). 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 judgments and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### DIRECTORS

The directors who served during the year, and up to the date of this report, were

J E Pugh

P Dalglish

P Kelly

A J Harbinson

R B Marshall

C J D Young

K T Mitchell

R J Nickells

O C P Plunkett

#### PRINCIPAL ACTIVITY

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

DIRECTORS' REPORT (continued) Year ended 30 April 2013

#### **BUSINESS REVIEW**

This financial year the business has delivered an increase in operating profit to £378,966 in 2012/13 from a loss of £293,540 in 2011/12. The business has achieved its objectives of increasing profitability, providing a stronger financial performance and new financing for the business.

Indications so far in 2013/14 are that there is an uplift in demand for the services the business offers with an increase in the level of committed work. Therefore the directors are optimistic with respect to the potential results for the 2013/14.

In July 2013 the group, of which the company is a member, agreed new banking facilities with HSBC. The new facilities with HSBC replaced the two separate facilities with HSBC and RBS. These facilities provide a three year revolving credit facility including a term loan of £11,000,000, UK overdraft facility of £4,000,000, US overdraft facility of \$3,000,000 and bonding facility of £5,000,000

#### RESEARCH AND DEVELOPMENT ACTIVITIES

During the year the company spent £621,000 (2012 £581,000) on research and development. These expenses are included in the individual profit and loss categories.

#### **KEY PERFORMANCE INDICATORS**

The company's key performance indicator of its effectiveness is net operating margin. In the financial year 2013 the net operating margin was 3.2% (2012 -2.8%). The operating margin has increased reflecting the effectiveness of management and employees in the company.

#### **EMPLOYMENT POLICY**

The company recognises that a skilled and motivated workforce is crucial to its success. It is the company's policy to ensure adequate provision for the diversity, equality, health, safety, welfare and training of its employees.

The company seeks to keep its employees informed on all aspects of the business through structured management meetings and in-house publications

The company has continued its policy regarding employment of disabled persons. Full and fair consideration is given to applications for employment made by disabled persons having regard for their particular aptitudes and abilities. Where existing employees become disabled, every effort is made to find or create suitable positions for them and training is arranged to promote their career development within the organisation.

#### PRINCIPAL RISKS AND UNCERTAINTIES

The principal risks and uncertainties faced by the business include

Key staff - Retention and employment of key staff remains critical to the company's success. This risk is mitigated through HR policies including fairness, diversity and equality, performance management and career planning processes, training and development programmes and performance reward processes.

DIRECTORS' REPORT (continued) Year ended 30 April 2013

#### PRINCIPAL RISKS AND UNCERTAINTIES (continued)

Competition - Competition within the marketplace continues to be intense, the ability of the company to maintain its competitive advantage depends on maintaining and enhancing its ability to serve its clients. This is mitigated through regularly reviewing the market and the company's competitive position within the market

Litigation – The risk of litigation arising from failure or negligence in the acceptance, contracting for or performance of client work is mitigated through established policies on contract acceptance, training for members of staff and PI insurance

#### FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

The company is exposed to a number of financial risks including credit risk and foreign exchange risk

Credit risk - appropriate credit checks are made on potential customers before work commences on projects

Foreign exchange risk – the majority of the company's work is undertaken in currencies other than sterling Exchange rate movements are kept under constant review and appropriate techniques of currency risk management are used where appropriate

#### PROVISION OF INFORMATION TO THE AUDITOR

Each of the persons who are directors at the time when this Directors' report is approved has confirmed that

- so far as that director is aware, there is no relevant audit information of which the company's auditor is unaware, and
- that director has taken all the steps that ought to have been taken as a director in order to be aware of any information needed by the company's auditor in connection with preparing their report and to establish that the company's auditor is aware of that information

#### **AUDITOR**

The auditor, Baker Tilly UK Audit LLP, will be proposed for reappointment in accordance with section 485 of the Companies Act 2006

This report was approved by the board on 18 Naturbe 2013 and signed on its behalf

K T Mitchell Director

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBER OF BURO HAPPOLD CONSULTING ENGINEERS LIMITED

We have audited the financial statements of Buro Happold Consulting Engineers Limited for the year ended 30 April 2013, set out on pages 7 to 18 The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

This report is made solely to the company's member, 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 member those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's member as a body, for our audit work, for this report, or for the opinions we have formed

#### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

As explained more fully in the Directors' responsibilities statement, set out on page 2, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at <a href="http://www.frc.org.uk/Our-Work/Codes-Standards/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Scope-of-audit/UK-Private-Sector-Entity-(issued-1-December-2010) aspx</a>

#### **OPINION ON FINANCIAL STATEMENTS**

In our opinion the financial statements

- give a true and fair view of the state of the company's affairs as at 30 April 2013 and of its profit for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006

#### **OPINION ON OTHER MATTER PRESCRIBED BY COMPANIES ACT 2006**

In our opinion the information given in the Directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBER OF BURO HAPPOLD CONSULTING ENGINEERS LIMITED (continued)

#### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

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

Bow Tilly UK and LLP

Heather Wheelhouse (Senior Statutory Auditor) for and on behalf of Baker Tilly UK Audit LLP, Statutory Auditor Chartered Accountants Hartwell House 55-61 Victoria Street Bristol BS1 6AD

Date 18 November 2013

# PROFIT AND LOSS ACCOUNT Year ended 30 April 2013

	Note	2013 £	2012 £
TURNOVER	2	11,759,208	10,608,576
Administrative expenses		(11,380,242)	(10,902,116)
OPERATING PROFIT/(LOSS)	3	378,966	(293,540)
Interest payable and similar charges	6	(5,591)	
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		373,375	(293,540)
Tax credit/(charge) on profit/(loss) on ordinary activities	7	39,786	(88,485)
PROFIT/(LOSS) FOR THE FINANCIAL YEAR		413,161	(382,025)

All amounts relate to continuing operations

The notes on pages 10 to 18 form part of these financial statements

# STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES Year ended 30 April 2013

	2013 £	2012 £
PROFIT/(LOSS) FOR THE FINANCIAL YEAR	413,161	(382,025)
Foreign exchange movements	81,345	33,678
TOTAL RECOGNISED GAINS AND LOSSES RELATING TO THE YEAR	494,506	(348,347)

The notes on pages 10 to 18 form part of these financial statements

Registered number: 02005673

### BALANCE SHEET At 30 April 2013

	Note		2013		2012
		£	£	£	£
FIXED ASSETS Tangible assets Investments	8 9		66,424 65,329		76,272 65,329
		-	131,753		141,601
CURRENT ASSETS Debtors Cash at bank and in hand	10	9,771,788 973,818		8,392,788 1,876,643	
CREDITORS: Amounts falling due within one year	11	10,745,606 (9,170,795)	ı	10,269,431 (9,198,974)	
NET CURRENT ASSETS			1,574,811		1,070,457
NET ASSETS			1,706,564	_	1,212,058
CAPITAL AND RESERVES Called up share capital Profit and loss account	13 14	_	500,000 1,206,564		500,000 712,058
SHAREHOLDER'S FUNDS	15		1,706,564		1,212,058

The financial statements were approved and authorised for issue by the board and were signed on its behalf on 18 Number 2013

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K T Mitchell Director

The notes on pages 10 to 18 form part of these financial statements

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

#### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of financial statements

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

The accounts present information about the company as an individual undertaking and not about its group, as the company has taken advantage of the exemption provided by section 400 of the Companies Act 2006 not to prepare consolidated financial statements as it and its subsidiary undertakings are included by full consolidation in the consolidated financial statements of its parent, Buro Happold Engineers Limited, a company registered in England and Wales

#### Going concern

The directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the annual financial statements.

#### 1.2 Turnover

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

### 1.3 Long-term contracts and revenue recognition

The value of long term contracts is based on recoverable costs plus attributable profit. Costs represent engineering and technical staff costs and related overheads plus project expenses. When the outcome of the project can be reasonably foreseen proportions of the expected total profit is recognised. Provision is made for any losses as soon as they are foreseen.

For contracts where turnover exceeds fees rendered, the excess is included as amounts recoverable on long term contracts, within debtors. For contracts where fees rendered exceeds turnover, the excess is included in deferred income and payments on account, within creditors.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases.

Leasehold improvements – over life of lease or useful economic life whichever is shorter

Furniture, fittings and equipment - 10-33% straight line

#### 1.5 Operating leases

Rentals under operating leases are charged to the profit and loss account on a straight line basis over the lease term

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

#### 1. ACCOUNTING POLICIES (continued)

#### 1.6 Deferred taxation

Full provision is made for deferred tax assets and liabilities arising from all timing differences between the recognition of gains and losses in the financial statements and recognition in the tax computation

A net deferred tax asset is recognised only if it can be regarded as more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted

Deferred tax assets and liabilities are calculated at the tax rates expected to be effective at the time the timing differences are expected to reverse

Deferred tax assets and liabilities are not discounted

#### 1.7 Foreign Currencies

The functional currency of the company is United Arab Emirates dirham (AED) In order to be consistent with other group companies the results and financial position are presented in the financial statements in pounds sterling (GBP)

Assets and liabilities have been translated into sterling using the rate of exchange prevailing at the balance sheet date. The result for the year has been translated using average exchange rates

In line with FRS23 (The Effects of Changes in Foreign Exchange Rates), exchange gains and losses arising on the translation from AED to GBP are presented in the statement of total recognised gains and losses

Transactions settled in the year in foreign currencies are translated into the functional currency at the rate ruling on the date of the transaction. Exchange gains and losses on these transactions are recognised in the profit and loss account

#### 18 Cash flow

The company, being a subsidiary undertaking where 100% of the voting rights are controlled within the group whose consolidated financial statements are publicly available, is exempt from the requirement to draw up a cash flow statement in accordance with FRS 1

### 1 9 Investments

Fixed asset investments are stated at cost less provision for diminution in value

### NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

#### 2. TURNOVER

The whole of the turnover is attributable to consulting engineering services

An analysis of turnover by geographical area is as follows

	An analysis of turnover by geographical area is as follows		
		2013 £	2012 £
	UK	3,737	£ -
	Europe	609	-
	Rest of the World	11,754,862	10,608,576
		11,759,208	10,608,576
3.	OPERATING PROFIT/(LOSS)		
	The operating profit/(loss) is stated after charging/(crediting)		
		2013 £	2012 £
	Depreciation of tangible fixed assets - owned by the company	33,991	53,016
	Operating lease rentals	,	·
	other operating leases Foreign exchange (gain)/loss	(25,046)	370,439 22,575
	Research and development expenditure written off	621,203	581,204
4.	STAFF COSTS		
	Staff costs were as follows		
	Stall Seeds Wells as follows	2013 £	2012 £
	Wages and salaries	5,924,164	4,660,551
	The average monthly number of employees, including the directors, du	ring the year was	as follows
		2013 £	2012 £
	Technical staff	52	58
	Administration staff	20	18
		72	76

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

5	DIRECTORS' REMUNERATION	2013 £	2012 £
	Emoluments	437,559	409,970
	The amounts shown above represent amounts paid to directors Engineers Limited In addition directors' emoluments of £457,666 Buro Happold International Limited		
6.	INTEREST PAYABLE	2013 £	2012 £
	Other interest payable	5,591	-
		5,591	
<b>7</b> .	TAX ON PROFIT/(LOSS) ON ORDINARY ACTIVITIES	2013 £	2012 £
	Analysis of tax (credit)/charge ın the year	~	~
	Current tax (see note below)		
	UK corporation tax charge on profit/(loss) for the year Double taxation relief Foreign taxation	- - 12,466	26,856 (26,856) 106,853
	Total current tax	12,466	106,853
	Deferred tax (see note 12)		
	Origination and reversal of timing differences Effect of tax rate change on opening balance Adjustments in respect of prior years	50,077 (107,594) 5,265	(18,368)
	Tax (credit)/charge on profit/(loss) on ordinary activities	(39,786)	88,485

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

### 7. TAX ON PROFIT/(LOSS) ON ORDINARY ACTIVITIES (continued)

#### Factors affecting tax charge for the year

The tax assessed for the year is lower (2012 - lower) than the standard rate of corporation tax in the UK of 24% (2012 - 26%) The differences are explained below

	2013 £	2012 £
Profit/(loss) on ordinary activities before tax	373,375	(293,540)
Profit/(loss) on ordinary activities multiplied by standard rate of Corporation tax in the UK of 23 9% (2012 – 25 8%)	92,593	(75,851)
Effects of:		
Expenses not deductible for tax purposes, other than goodwill,		
amortisation and impairment/(income not taxable)	148	(1,656)
Depreciation for the year in excess of capital allowances	4,070	(1,120)
Group relief surrendered	-	105,483
Foreign tax borne in the UK	-	79,997
Unrelieved tax losses and other deductions in the period	(52,238)	-
Foreign tax at different rates	12,466	-
Research and development tax credit	(44,573)	
Current tax charge for the year (see note above)	12,466	106,853

#### Factors that may affect future tax charges

In the budget on 21 March 2012 the UK Government announced that legislation would be introduced in the Finance Bill 2012 to reduce the main rate of corporation tax from 24% to 23%. On 3 July 2012 a resolution approving the rate change to 23% was passed and therefore 23% has been used to calculate the position on deferred tax at 30 April 2013 (2012) 24%)

The further phased reductions discussed in the budget on 20 March 2013, reducing the corporation tax rate to 20% from 1 April 2015, have not yet been enacted

The directors are not aware of any other factors that could materially affect the future tax charge

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

# 8. TANGIBLE FIXED ASSETS

		Leasehold improvements	Fixtures, fittings and equipment	Total
	Cost			
	At 1 May 2012 Additions	57,074 -	200,216 24,143	257,290 24,143
	At 30 April 2013	57,074	224,359	281,433
	Depreciation			
	At 1 May 2012 Charge for year On disposals	27,205 13,809 -	153,813 20,182 -	181,018 33,991 -
	At 30 April 2013	41,014	173,995	215,009
	Net book value			
	At 30 April 2013	16,060	50,364	66,424
	At 30 April 2012	29,869	46,403	76,272
9.	FIXED ASSET INVESTMENTS			Other fixed asset investments
	Cost or valuation At 1 May 2012 and 30 April 2013			65,329
	Net book value At 1 May 2012 and 30 April 2013			65,329

### NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

#### 9. FIXED ASSET INVESTMENTS (continued)

#### Subsidiary undertakings

The following was a subsidiary undertaking of the company

	Country of registration or incorporation	Nature of business	Share held class	Proportion of shares held
Buro Happold & Partner Consulting Engineers Company	Saudi Arabia	Consulting engineers	Ordinary	75%

The aggregate of the share capital and reserves as at 30 April 2013 and of the profit or loss for the year ended on that date for the subsidiary undertaking was as follows

	Name	Aggregate of share capital and reserves £	Profit £
	Buro Happold & Partner Consulting Engineers Company	2,092,355	150,120
10.	DEBTORS	2013 £	2012 £
	Trade debtors Amounts owed by group undertakings Other debtors Prepayments and accrued income Amounts recoverable on long term contracts Deferred tax asset (see note 12)	4,999,682 1,377,402 194,685 88,699 3,040,582 70,738	3,629,391 1,672,855 732,234 51,832 2,287,704 18,772 8,392,788
11.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2013 £	2012 £
	Deferred income and payments on account Trade creditors Amounts owed to group undertakings Corporation tax Other creditors Accruals	2,582,048 246,112 5,102,801 145,889 197,668 896,277	2,606,484 44,021 5,349,522 137,406 67,984 993,557

Security given for the bank overdraft held within Buro Happold Engineers Limited consists of a debenture including fixed and floating charges over the company assets and a cross composite guarantee given by Buro Happold Engineers Limited, Buro Happold Consulting Engineers Limited, Happold Consulting Limited, Happold Safe & Secure Limited, Happold Media Limited and BH Geoenvironmental Limited to secure the liabilities of each other

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

12.	DEFERRED TAXATION	2013 £	2012 £
	At beginning of year Credit for year Exchange movement	18,772 52,252 (286)	404 18,368 -
	At end of year	70,738	18,772
	The provision for deferred taxation is made up as follows	2013 £	2012 £
	Accelerated capital allowances Tax losses brought forward	17,823 52,915	18,772
13.	SHARE CAPITAL	2013 £	2012 £
	Allotted, called up and fully paid 500,000 – Ordinary shares of £1 each	500,000	500,000
14	RESERVES		Profit and loss account £
	At 1 May 2012 Profit for the year Other recognised gains and losses during the year		712,058 413,161 81,345
	At 30 April 2013		1,206,564
15.	RECONCILIATION OF MOVEMENT IN SHAREHOLDER'S FUNDS	2013 £	2012 £
	Opening shareholder's funds Profit/(loss) for the year Other recognised gains and losses during the year	1,212,058 413,161 81,345	1,560,405 (382,025) 33,678
	Closing shareholder's funds	1,706,564	1,212,058

# 16. OPERATING LEASE COMMITMENTS

At 30 April 2013 and 30 April 2012 the company had no annual commitments under non-cancellable operating leases

# NOTES TO THE FINANCIAL STATEMENTS Year ended 30 April 2013

#### 17. RELATED PARTY TRANSACTIONS

Advantage has been taken of the exemption from disclosing transactions and balances with other group undertakings as permitted by Financial reporting Standard No 8. This exemption allows the company not to disclose details of transactions with other group companies or investees of the group qualifying as related parties, as the consolidated accounts of Buro Happold Engineers Limited, in which the company is included, are available to the public. These can be obtained from the Registered office of the parent company, Camden Mill, Lower Bristol Road, Bath BA2 3DQ

#### 18. ULTIMATE PARENT UNDERTAKING AND CONTROLLING PARTY

The company's immediate parent undertaking at the balance sheet date was Buro Happold Engineers Limited, a company registered in England and Wales

The company's ultimate parent undertaking at the balance sheet date was Happold LLP, a Limited Liability Partnership based in England