REPORT AND ACCOUNTS 31 DECEMBER 1998



Directors:

C D Liddle - Chairman

R C Fraser - Chief Executive

L H Welch J R Ferguson D M Cafferty

Secretary:

L H Welch

Company Number:

2424914

Registered Office:

1 Old Lodge Place St Margarets Twickenham

Middlesex TW1 1RQ

Auditors:

Chantrey Veilacott DFK Chartered Accountants Russell Square House 10-12 Russell Square London WC1B 5LF

CONTENTS

	Pages
Report of the directors	1
Report of the auditors	2
Consolidated profit and loss account	3
Consolidated balance sheet	4
Balance sheet	5
Cash flow statement	6
Notes to the accounts	7 - 11

REPORT OF THE DIRECTORS

FOR THE YEAR ENDED 31 DECEMBER 1998

The directors present their report, together with the audited accounts of the group, for the year ended 31 December 1998.

REVIEW OF ACTIVITIES

The company acts as a holding company to the HLM group and acts as Principal Architect on PFI and other major projects tendered for by the group.

In 1998 company achieved financial close on a number of PFI projects. This enabled the company to have a profitable year and the directors are confident that the company is well positioned to win future PFI and major projects.

The principal subsidiary HLM Design Limited is engaged in providing architectural and allied services and also had a successful year.

There have been no events since the balance sheet date which materially affect the position of the group.

RESULTS AND DIVIDENDS

The profit for the year after taxation was £1,447,624.

Interim dividends totalling £875,000 were paid in the year. Further interim dividends totalling £560,000 have been paid since the end of the year.

The directors do not recommend the payment of a final dividend for the year.

DIRECTORS' RESPONSIBILITIES

The directors are required by company law to prepare accounts for each financial year which give a true and fair view of the state of affairs of the group at the end of the financial year and of the profit or loss for that period. In preparing the accounts, suitable accounting policies have been used and applied consistently, and reasonable and prudent judgements have been made. The directors are also responsible for maintaining adequate accounting records, for safeguarding the assets of the group, and for preventing and detecting fraud and other irregularities. The directors are satisfied that the business is a going concem.

DIRECTORS AND THEIR INTERESTS

The directors at 31 December 1998 who served throughout the year and their interests in the share capital of the company are as set out below.

	31 December 1998	Ordinary shares Of 25p each 1 January 1998
C D Liddle	160,000	160,000
R C Fraser	160,000	160,000
L H Welch	160,000	160,000
J R Ferguson	60,000	60,000
D M Cafferty	60,000	60,000

The directors had no interests in the share capital of the subsidiary companies.

Approved by the Board of Directors on 3 Work 1999 and signed on their behalf by:

L H WELCH Secretary

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REPORT OF THE AUDITORS TO THE MEMBERS OF

HLM ARCHITECTS LIMITED

We have audited the accounts on pages 3 to 11 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described on page 1, the company's directors are responsible for the preparation of accounts. It is our responsibility to form an independent opinion, based on our audit, on those accounts 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 accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts 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 accounts.

OPINION

In our opinion the accounts give a true and fair view of the state of affairs of the company and of the group as at 31 December 1998 and of the results of the group for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

CHANTREY VELLACOTT DFK

Chartered Accountants Registered Auditors 10-12 Russell Square London WC1B 5LF

1302 La 1999

Chantrey Vellacott DFK

HLM ARCHITECTS LIMITED

CONSOLIDATED PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 1998

	Notes		1998		1997 (Note 1a)
FEES RECEIVABLE	2		8,936,317		4,393,821
Change in work in progress and fees received in advance			(1,597,531)		(113,242)
OPERATING COSTS			7,338,786		4,280,579
External charges Staff costs Depreciation Other operating charges	3 4	561,723 3,008,495 131,216 1,663,600		449,593 1,975,754 109,680 1,185,273	
			5,365,034		3,720,300
OPERATING PROFIT	2		1,973,752		560,279
Interest receivable Interest payable and similar charges	5		99,361		9,730 (444)
PROFIT on ordinary activities before taxation			2,073,113		569,565
Taxation on profit on ordinary activities	6		625,489		113,437
PROFIT on ordinary activities after taxation			1,447,624		456,128
Dividends paid and proposed	7		1,435,000		280,000
RETAINED PROFIT FOR THE YEAR	14		£ 12,624		£ 176,128

All the above amounts relate to continuing activities.

All recognised gains and losses are included in the above profit and loss account.

CONSOLIDATED BALANCE SHEET

AS AT 31 DECEMBER 1998

		Notes		1998			1997
	FIXED ASSETS						
	Tangible assets Listed Investment	8 9		343,034 106,050		_	196,287
				449,084			196,287
	CURRENT ASSETS						
,	Debtors Cash at bank and in hand	10	2,411,983 2,001,825		1,402,153 138,874		
ellacott DFK	CREDITORS: amounts falling due within one year	11	4,413,808 4,421,917		1,541,027 1,308,963		
900	NET CURRENT (LIABILITIES) ASSETS			(8,109)			232,064
>	TOTAL ASSETS LESS CURRENT LIABILITIES			£ 440,975		£	428,351
nantrey	CAPITAL AND RESERVES					_	· · · · · · · · · · · · · · · · · · ·
Char	Share capital Revaluation reserve Profit and loss account	12 13 14		150,000 47,087 243,888		-	150,000 47,087 231,264
	EQUITY SHAREHOLDERS' FUNDS	15		£ 440,975		£	428,351

ChantreyVellacottDFK

HLM ARCHITECTS LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 1998

FIXED ASSETS	Notes		1998		1997
Investment in subsidiary undertakings Listed Investment	16 9		150,000 106,050		150,000
			256,050		150,000
CURRENT ASSETS					
Debtors Cash at bank	10	1,975,486 1,505,599		309,944	
CREDITORS: amounts falling due Within one year	11	3,481,085		309,944 195,000	
NET CURRENT ASSETS			135,723		114,944
TOTAL ASSETS LESS CURRENT LIABILITIES			£ 391,773		£ 264,944
CAPITAL AND RESERVES					
Called up share capital Profit and loss account	12 14		150,000 241,773		150,000 114,944
EQUITY SHAREHOLDERS' FUNDS	15		£ 391,773		£ 264,944
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Approved by the Board of Directors on 1300 to 1999 and signed on their behalf by:

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C D LIDDLE

R C FRASER

ChantreyVellacott DFK

HLM ARCHITECTS LIMITED

CONSOLIDATED CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 1998

	OPERATING P	PDOEIT			1998		1997 (Note 1a)
	_				1,973,752		560,279
	Depreciation che Profit on sale of			136,716 (5,500)		109,680	
	Change in:	Work in progress		(5,500)		33,120	
	•	Debtors		(1,053,634)		(487,394)	
		Creditors		2,321,892		115,297	
					1,399,474		(229,297)
	Net cash inflow	from operating activitie	es		3,373,226		330,982
	RETURNS ON OF FINANCE	INVESTMENTS AND	SERVICING				
	Interest receive	ed		99,361		9,730	
Ę	Interest paid			-		(444)	
\exists					99,361		9,286
/ellacon	TAXATION						
	120011014						
	Corporation tax	c paid			(230,623)		(20,385)
>	CAPITAL EXP						
	AND FINANCI	AL INVESTMENT					
nantrey	Purchase of inv			(106,050)		-	
Ξ	Purchase of tar			(283,463)		(109,382)	
2	Sale of tangible	e assets		5,500		•	
J	Net cash outflo	w from investing activit	ies		(384,013)		(109,382)
	DIVIDENDS PA	AID TO EQUITY SHAR	EHOLDERS		(995,000)		(160,000)
	Net cash inflou	v before management					
		ces and financing			1,862,951		50,501
							
	Increase in cas	sh at bank			£ 1,862,951		£ 50,501
					==		
	ANALYSIS OF	NET FUNDS	Net funds		Net funds		Net funds
			1 January		31 December		1 December
			1997	Cashflow	1997	Cashflow	1998
	Cash at bank		£ 88,373	£ 50,501	£ 138,874	£ 1,862,951	£ 2,001,825
							======

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HLM ARCHITECTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 1998

1. ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention using the following accounting policies.

a) Basis of consolidation

The consolidated accounts include the accounts of the company and its subsidiary HLM Design Limited made up to 31 December 1998. Intercompany transactions have been eliminated.

The company acquired the whole of the issued share capital of HLM Design Limited on 25 June 1997 by way of a share for share exchange. The comparative figures in the profit and loss account and cash flow statement are for the whole of 1997 so that a true comparison can be made.

b) Depreciation

Depreciation is provided on all tangible assets at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life. The expected useful lives are as follows:

Furniture and equipment

: 3-5 years

Motor vehicles

: 4 years

c) Work in progress

Work in progress is stated at cost plus attributable profit, less any foreseeable losses and reduced by net fees received and receivable. Cost comprises salary costs and overheads. Attributable profit is that part of profit currently estimated to be prudently available on the completed stages of each project at the balance sheet date. A foreseeable loss is that currently estimated to arise on the duration of the project as a whole.

d) Finance leases

Assets leased by the company under finance leases are shown as tangible assets in the balance sheet and the obligations to pay future rentals are set up as liabilities. Leased assets are amortised over the periods of each lease.

e) Deferred taxation

Provision is made for timing differences between the treatment of certain items for taxation and accounting purposes, except that no provision is made where it can be reasonably foreseen that such deferred taxation will not be payable in the foreseeable future.

f) Investments

Investments in subsidiary undertakings and other investments are stated at cost.

FEES RECEIVABLE AND OPERATING PROFIT

Fees receivable represent fees billed to clients at invoiced amounts, net of rechargeable items and value added tax. 1998 1997 Operating profit is stated after charging: Directors' remuneration 342,281 277,318 14,000 12,500 Auditors' remuneration Directors' remuneration comprises: 327,253 276,651 Aggregate emoluments Company contributions to money purchase pension schemes 15,028 667 £ 342,281 £ 277,318

The highest paid director received £112,123 (1997: £90,714).

A professional practice charged £105,947 for the services of Mr R C Fraser during the year (1997: £94,142).

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 1998

(Continued)

3.	STAFF COSTS		1998		1997
	Staff costs during the year amounted to: Wages and salaries Social security costs Other pension costs	:	2,698,574 263,014 46,906	1	,787,283 173,975 14,496
		£	3,008,494	£ 1	,975,754
	The average number of employees during the year was made up as follows:	=	No.	=	No.
	Architects Administration		100 25		73 23
(-	125	-	96
4.	DEPRECIATION	=	1998	=	1997
	Depreciation of owned assets Profit on sale of assets		136,716 (5,500)		109,680
		£	131,216	£	109,680
5.	INTEREST PAYABLE AND SIMILAR CHARGES	•	1998	_	1997
)	On bank overdraft	£	-	£	444
6.	TAXATION ON PROFIT ON ORDINARY ACTIVITIES	-	1998	=	1997
3	The taxation is based on the profit for the year and is made up as follows: UK Corporation tax at 31% (1997: 31% and 33%) Adjustment of prior year Advance corporation tax previously written off recovered		625,000 489 -		174,000 - (60,563)
		£	625,489	£	113,437
7.	DIVIDENDS PAID AND PROPOSED		1998		1997
	To equity shareholders: First interim 8 September 1998 Second interim 31 December 1998 Third interim 1 January 1999 Fourth interim 6 April 1999		375,000 500,000 60,000 500,000	_	80,000 80,000 120,000
		£	1,435,000	£	280,000

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 1998

(Continued)

8.	TANGIBLE ASSETS Cost or valuation	Furniture & equipment	Motor vehicles	Total
	1 January 1998	415,731	25,795	441,526
	Additions	269,858	13,605	283,463
	Disposals	-	(9,000)	(9,000)
	31 December 1998	685,589	30,400	715,989
	Depreciation:			
	1 January 1998	231,633	13,606	245,239
	Charge for the year	129,500	7,216	136,716
	Disposals	-	(9,000)	(9,000)
	31 December 1998	361,133	11,822	372,955
	Net book value:			
	31 December 1998	£ 324,456	£ 18,578	£ 343,034
	31 December 1997	£ 184,098	£ 12,189	£ 196,287

All tangible fixed assets are held by H L M Design Limited

Cost of valuation of furniture and equipment include £144,000 revalued by the directors as at 1 January 1995 based on a detailed physical inventory of the assets of that company.

The group had no capital commitments at 31 December 1998 (1997: £Nil).

9. LISTED INVESTMENT

The market value of the listed investment was £112,500. (1977:Nil).

			Group	(company
10.	DEBTORS	1998	1997	1998	1997
	Trade debtors	2,290,964	1,317,789	1,405,486	-
	Due from subsidiary undertaking	-	-	-	279,944
	Dividend receivable from subsidiary undertaking	-	-	570,000	-
	Advance Corporation Tax recoverable	-	43,804	-	30,000
	Prepayments and accrued income	121,019	40,560	-	-
		£ 2,411,983	£ 1,402,153	£ 1,975,486	£ 309,944

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 1998

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	(C	Continued)	_		
4.4	ODSDITORO A sout Gill a languitti	4000	Group		mpany
11.	CREDITORS: Amounts falling due within one year	1998	1997	1998	1997
	Fees receivable in advance	1,997,436	399,905	1,260,485	
	Trade creditors	518,830	130,565	1,200,400	_
	Amount payable to subsidiary undertaking	310,030	130,303	1,153,627	-
	Corporation tax	363,303	87,241	196,250	45,000
				·	
	Advance Corporation tax	125,000	50,000	125,000	30,000
	Taxation and social security	191,329	151,503	-	-
	Other creditors and accruals	666,019	369,749	50,000	-
	Proposed dividends	560,000	120,000	560,000	120,000
		£ 4,421,917	£ 1,308,963	£ 3,345,362	£ 195,000
			-		
12.	CALLED UP SHARE CAPITAL				ted, issued
			Authorised		ıd fully paid
		1998	1997	1998	1997
	Ordinary shares of 25p each	£ 150,000	£ 150,000	£ 150,000 £	150,000
			======		
13.	REVALUATION RESERVE			1998	1997
	Surplus on revaluation of tangible assets in 1995			£ 47,087	£ 47,087
14.	PROFIT AND LOSS ACCOUNT		Group	Co	mpany
17.	FROITI AND EGGG ACCOUNT	1998	1997	1998	1997
	Balance brought forward	231,264	55,136	114,944	_
	Retained profit for the year	12,624	176,128	126,829	114,944
					
	Balance carried forward	£ 243,888	£ 231,264	£ 241,773	£ 114,944
15.	RECONCILIATION OF MOVEMENTS IN SHAREH	OLDERS' FUN	DS Group	Co	mpany
		1998	1997*	1998	1997
	Profit on ordinary activities after taxation	1,447,624	456,128	1,561,829	314,944
	Dividends paid and proposed	(1,435,000)	(280,000)	(1,435,000)	(200,000)
	Issue of share capital	(.,,	(=00,000)	(.,,,	150,000
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
	Net addition to equity shareholders funds	12,624	176,128	126,829	264,944
			·		204,074
	Opening equity shareholders funds	428,351 	252,223	264,944	
	Closing equity shareholders funds	£ 440,975	£ 428,351	£ 391,773	£ 264,944
	*memorandum	2 770,070	£ 720,001		
			<u></u> _		

As allowed by s230 of the Companies Act 1985 the profit and loss account of the company is not presented. The profit dealt with in the accounts of the company was £1,561,829 (1997: £314,944).

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 1998

(Continued)

16. INVESTMENT IN SUBSIDIARY UNDERTAKINGS

Shares at cost:

At 31 December 1998 and at 31 December 1997

£ 150,000

The company owns the whole of the issued share capital of HLM Design Limited a company registered in England.

Additionally the company owns via HLM Design Limited the following companies which are registered in England.

HLM Landscape Limited HLM Planning Limited

These companies are non-trading, and have no assets.

17. CONTINGENT LIABILITIES

The groups bank overdraft facility is secured by a debenture on the assets and undertaking of HLM Design Limited.

HLM Design Limited has given guarantees secured in part by a debenture on the assets and undertakings of that company in respect of the mortgage loans of a former fellow subsidiary. The liability at 31 December 1998 was £2,221,591 (1997: £2,283,502).

There were no other contingent liabilities at 31 December 1998 (1997: £Nil).

OPERATING LEASES

HLM Design Limited rents certain office premises from a former fellow subsidiary company, Melbourne Properties Limited. The directors of HLM Architects Limited are also directors and substantial shareholders of Melbourne Property Holdings Limited the parent company of Melbourne Properties Limited.

Following resolution of a dispute with certain shareholders of Melbourne Property Holdings Limited it has been agreed that the company will pay rent as provided in the lease of the premises and not the reduced sums previously agreed.

Operating leases:

Office Premises

expiring after more than 5 years

£ 399,328

Other operating leases are not material.