The Crown Agents Foundation

**Annual Report and** Financial Statements for the year ended 31 December 2012

Company Registration Number: 03251167

26/04/2013

COMPANIES HOUSE

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## **COMPANY INFORMATION**

## Foundation Council Members \*

HRH The Duke of Gloucester, KG, GCVO, President

Francis I Sumner, Vice President 3

Paul A Batchelor \* 3

Jenny E Borden OBE

**Beatrice Devlin** 

Francis J Griffiths

Terence Jagger CBE \*

Sir Paul Judge

Dr Mohan Kaul

Chandrashekhar Krishnan (Resigned 7 November 2012)

Dr Chris Masters CBE \* 13

**Caroline Nursey** 

Nigel L Platts \* 23

Ransford Smith (Resigned 7 November 2012)

Keith G White CBE

\* Denotes also a member of the Board of The Crown Agents for Oversea Governments & Administrations Limited

- 1 Denotes member of the Audit and Risk Committee
- 2 Denotes Chairman of the Audit and Risk Committee
- 3 Denotes member of the Remuneration Committee

**Company Secretary** 

Lynn Hale

**Registered Office** 

St Nicholas House

St Nicholas Road

Sutton Surrey SM1 1EL

**Independent Auditors** 

PricewaterhouseCoopers LLP

**Chartered Accountants and Statutory Auditors** 

First Point

Buckingham Gate

London Gatwick Airport West Sussex

RH6 OPP

## **COMPANY INFORMATION (Cont'd)**

#### **Permanent Members**

Aga Khan Foundation (Geneva)

**Charities Aid Foundation** 

The Chartered Institute of Building

The Chartered Institute of Purchasing and Supply

Christian Aid

The Institute of Development Studies

International Business Leaders Forum

International Chamber of Commerce UK

The Royal Commonwealth Society

The Royal Society for the Encouragement of Arts, Manufactures and Commerce

The Secretary of State for International Development (nominee Liz Ditchburn)

#### **Elected Members**

AMREF - African Medical and Research Foundation (Nairobi)

**BBC Media Action** 

**British Council** 

**British Expertise** 

**British Standards Institution** 

British Telecommunications plc

**CARE International UK** 

Carıbbean Council

The Chartered Institute of Logistics & Transport (UK)

**Commonwealth Business Council** 

Concern Worldwide (Dublin)

First Caribbean International Bank

Mr Stuart Kerr - Legal and Regulatory Director, Millennium Challenge Corporation

**Practical Action** 

Standard Chartered Bank

Higher School of Economics National Research University (Moscow)

Transparency International (Berlin)

Unilever plc

## Report of the Council for the Year Ended 31 December 2012

The Council presents its annual report and the financial statements of the company and its subsidiaries ("the Group") for the year ended 31 December 2012

#### Incorporation

The Crown Agents Foundation ("the Foundation") is a company limited by guarantee incorporated by registration under the Companies Act on 12 September 1996 under registered number 03251167

## **Background information**

Crown Agents came into being in 1833 and became a Statutory Corporation in 1980. On 21 March 1997 the functions, assets and obligations of the Statutory Corporation were transferred to a new operating company, The Crown Agents for Oversea Governments and Administrations Limited (hereinafter "Crown Agents", which term includes its subsidiaries where appropriate) which adopted the balance sheet of the Statutory Corporation. Simultaneously ownership of this new company transferred from Her Majesty's Government to the Foundation which was established for this purpose.

#### Principal activity

The objectives of the Foundation as set out in its Memorandum of Association are restricted to the ownership of the operating company and to securing that Crown Agents undertakes on commercial terms, the supply of goods and services to enable nations to make the best use of available resources, whilst adhering to the highest standards of honesty and integrity. A secondary activity is the application of funds allocated to it by Crown Agents for developmental purposes including education and training. The constitution clearly distinguishes the Foundation, its business and its relationship with Crown Agents from that of a conventional holding company and confines the business of the Foundation to that of guardian of Crown Agents' blend of commercial effectiveness and developmental purpose. The Foundation does not trade on its own account

## **Business review**

2012 was another challenging year for the Group Turnover dropped from £110 6m to £99 7m and this drove a reduced profit before tax from £5 2m to £1 6m. Notwithstanding that, we made progress in our modernisation and investment programme, to make us more robust, more skilled, and better able to respond creatively and flexibly to donors, developing country governments, and the private sector. The drop in turnover is principally caused by the cessation of some major contracts in the year.

Crown Agents Investment Management Limited sold its investment in MCB Investment Management Company Limited creating an exceptional profit of £0 5m

We were delighted to acquire Weidemann, a highly regarded US based development consultancy with particular expertise in monitoring & evaluation and food security. They are already making a real contribution to our offerings to clients and to our ability to understand the effectiveness of programmes. We continued to progress our new growth strategy. We have built up our presence in South Sudan, established a permanent presence in Myanmar and are about to open offices in Central Asia and Ethiopia, while strengthening our capability in Pakistan and Afghanistan. We have had an office in Japan since the 1960's and we cemented our presence there, broadening skills and establishing a Japanese company.

#### Looking forward to 2013

2013 will be a year of change, investment and consolidation, and we are optimistic about the future as we continue to make lasting changes in developing and emerging countries – in health, in economic growth, and in public finance. We will do this effectively and profitably while generating funds to reinvest in further development.

## Review of financial performance

Group profit for the year of £1 6m (2011 £5 2m) was after recognising a payment to staff under the Corporate Performance Review Scheme of £2 1m (2011 £3 4m), £3.3m (2011 £3 1m) pension costs under FRS17 and an allocation towards the social and developmental activities of The Crown Agents Foundation of £500,000 (2011 £500,000)

## The Group's key financial and other performance indicators during the year were as follows:-

	2012	2011
	£ 000	£ 000
Group Turnover	99,726	110,639
Group Gross Profit	40,758	42,068
Group Profit before Taxation	1,581	5,224
Group Profit after Taxation	849	3,760
Days Sales Outstanding	47	48

## Principal risks and uncertainties

There are a number of potential risks and uncertainties which could have a material impact on the Group's long term performance

#### (i) Global, political and economic conditions

Crown Agents provides services to more than 100 countries around the world with its main activities focussed on developing countries. While benefitting from the opportunities and growth potential in these regions the Group is exposed to the economic, political and business risks associated with such international operations. The Group encounters different legal and regulatory requirements including those for taxation, environmental, operational and competitive matters. It is exposed to the effect of political risk which can include sudden changes in regulations, imposition of trade barriers and wage controls, limits on the export of currency and volatility of prices, taxes and currencies. Management monitor such risks, maintaining appropriate insurance cover and business procedures to mitigate any exposure.

## (ii) Commercial relationships

Crown Agents benefits from close commercial relationships with a number of key clients, partners and suppliers. The loss of any of these key clients, partners or suppliers, the loss of a major contract or a significant worsening in commercial terms, could have a material impact on the Group's results. Crown Agents devotes significant resources to supporting these relationships to ensure they continue to operate satisfactorily. From time to time the Group undertakes surveys of client satisfaction which are reviewed by the Board.

#### (iii) Competitor risk

Crown Agents operates in highly competitive markets. Significant product innovations, technical advances or the intensification of price competition could all adversely affect the Group's results. Crown Agents invests significant resources in research and development in order to ensure the introduction of both new products and improved services to allow the Group to be at the forefront of its chosen markets. The Group also continually works to streamline its cost base to ensure it remains competitive.

#### (iv) Legal and Contractual Risks

The focus of the Group operations is in developing countries, many of which are perceived as presenting a high risk of corruption. This presents the Group with significant anti-fraud, bribery and corruption challenges. The Group seeks to address these challenges through the implementation and robust enforcement of its new Global Ethical and Compliance System, introduced in November 2012 by its Chief Compliance Officer, appointed in March 2012, together with its established Operations and Group Finance controls and procedures.

In addition to anti-fraud, bribery and corruption laws, in the ordinary course of its business the Group is subject to a broad range of criminal and civil laws, regulations and standards in each of the many jurisdictions in which it operates. This includes those covering the health, safety and security of our staff and others who work for us. Also, in the ordinary course of its business, the Group enters into a broad range of contractual commitments, including joint ventures, consortia and the giving of guaranties and sureties, which are subject to interpretation and enforcement under the laws and rules of a broad range of jurisdictions, including those of the multilateral development banks. Failure to strictly comply with all such applicable laws, regulations, standards and contractual commitments has the potential to cause significant cost to the Group (in terms of fines, penalties and legal and related costs) and serious harm to the Group's reputation and eligibility to continue to bid for and undertake projects. The Group seeks to restrict and manage these risks through the combined efforts of its Executive leadership, its Operations, Legal Services and Compliance teams, and its bid and contractual review processes and other control procedures.

#### (v) Financial Services Regulatory Risk

The Group includes Crown Agents Bank Limited (the Bank) and Crown Agents Investment Management Limited (CAIM), both of which are subject to UK financial services regulation. In recent years the regulatory compliance burden on UK financial services businesses has increased significantly in terms of cost, resource and complexity. Following the appointment of the new Managing Director, Financial Services, a new Director of Risk and Compliance has been appointed and he is tasked with seeking to ensure that both the Bank and CAIM's risk and compliance controls and procedures fully comply with the applicable legal and regulatory requirements

#### (vi) Pensions

As at 31 March 2011, the date of the most recent triennial actuarial valuations, Crown Agents' defined benefit pension fund was adequately funded. However, this position is exposed to the risk of changes in interest rates, return on investments, inflation and increasing longevity of the members. These risks are mitigated by paying appropriate contributions into the fund and by the Trustees maintaining an investment asset allocation policy which has the objective of avoiding a material deficit.

For accounting purposes Crown Agents must report in accordance with FRS17 which considers the position of the pension fund as at a particular date taking into account financial market conditions on that day Crown Agents takes no specific measures to mitigate the volatility risks inherent within FRS17 and relies solely upon the information provided within the triennial valuation, which looks at the scheme's performance over the longer term, to support decisions designed to ensure the long term viability of the scheme, including the annual funding cost thereof

#### **Environmental issues**

The Crown Agents Group environmental policies have two separate components. The first addresses how it relates to third parties and the impact that they have upon the environment, where its policy is not to buy goods on behalf of its clients that have been sourced in illegal or environmentally unsustainable ways. The second part addresses how Crown Agents Group itself operates and aims to reduce the negative impact it has upon the environment.

Crown Agents Group's environmental working group is responsible for improving the Group's environmental impact. The Group's aim is to operate and further develop the corporate environmental policy with clear and achievable objectives to reduce the Group' carbon footprint.

## **Employee involvement**

## (i) Employee Engagement Survey

From time to time Crown Agents Group carries out an Employee Engagement Survey Through a company-wide questionnaire and a series of focus groups, the Group explores how it measures up to its stated values and how well engaged staff are with their jobs and Crown Agents Group as a whole The most recent survey, carried out in late 2012, concluded that the level of staff engagement is high and compares well with similar organisations

#### (ii) Disabled Persons

Applications for employment by disabled persons are always fully considered, bearing in mind the respective aptitudes and abilities of the applicants concerned. In the event of members of staff becoming disabled every effort is made to ensure that their employment with Crown Agents Group continues.

## (iii) Employee involvement

The company uses a variety of methods to disseminate relevant information to its employees. All managers hold regular meetings with their staff for this purpose, at which there are also opportunities for employees to contribute their ideas to the development of management policy. In addition, further information is given at intervals through staff briefing meetings hosted by the Chief Executive, through the intranet and notices and via webinars and training programmes.

## **Future developments**

Our principal clients and markets continue to move towards longer term and more complex projects which tend to be larger than projects we have undertaken hitherto and carry a very different risk profile. Current and planned investment in systems and training are designed to win a greater proportion of these contracts and ensure satisfactory completion by the application of disciplined project management methodology and risk management.

#### Council members

The Members of the Council of the Foundation are listed on page 2

## **Directors' indemnities**

As permitted by the Articles of Association, the Members of the Council have the benefit of an indemnity which is a qualifying third party indemnity provision as defined by Section 234 of the Companies Act 2006. The indemnity was in force throughout the last financial year and is currently in force. The Company also purchased and maintained throughout the financial year Directors' and Officers' liability insurance in respect of itself and its Directors.

## Corporate responsibility statement

A Corporate Responsibility Statement has been approved by the Board of Crown Agents ("the Board") The Statement is an umbrella framework for Crown Agents which is intended to address the growing demands and expectations related to corporate social responsibility of our businesses, NGO's, donors and stakeholders. It encompasses our Ethical, Equal Opportunities, HIV/AIDS and other policies and has been communicated to all staff.

#### Disclosure of information to the auditors

Each director has taken steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the Group's auditors are aware of that information. The directors confirm that there is no relevant information that they know of and which they know the auditors are unaware of

#### Independent auditors

The auditors, PricewaterhouseCoopers LLP, have indicated their willingness to continue in office

Approved by the Council on 8/4/13 and signed on its behalf on 19/4/13 by:

Lynn Hale

Company Secretary

## **Corporate Governance**

The Foundation is committed to high standards of corporate governance. This statement describes how the principles of corporate governance have been applied by the Council and Crown Agents.

## The Workings of the Council and its Committees

## The Foundation Council

The Council presently comprises the President and 12 other members. All appointments to the Council are subject to the approval of the Foundation by ordinary resolution and Council Members are subject to re-election every three years.

Members of the Council have a wide range of experience and meet at least twice each year to review reports from the Crown Agents' Chief Executive and Audit and Risk Committee and to consider the application of income received in the furtherance of the Foundation's social and developmental objectives. The Council met formally on two occasions during the year.

The role of the Council is to oversee and monitor the activities of Crown Agents rather than to directly participate in the management of its business. The Constitution of the Foundation gives the Council a powerful array of instruments through which to achieve these objectives and the Council has established other committees to which it has delegated specific responsibilities as described below

#### **Investment Review Committee**

As required by the Articles of Association, the full Council sits as an Investment Review Committee to review the investment policy of the Foundation and to monitor and analyse the performance of the Foundation's assets

## **Nominations Committee**

All appointments to the Board are made by the Foundation as sole shareholder on the advice of the Nominations Committee of the Board comprising the Non-Executive Directors, three of whom are members of the Council The Committee has used external agencies for recent appointments

The Nomination Committee reviews the balance of skills of Directors, the overall functioning of the Board and overarching succession issues. With the Chief Executive it reviews the performance of Executive Directors. The Chairman and Mr Platts, as Senior Independent Director, review the performance and potential individual succession issues of non-executives. Led by Mr Platts, the Committee meets at least once a year in the absence of the Chairman to consider the Chairman's performance and tenure.

#### **Membership Committee**

The Membership Committee of the Foundation Council comprises the Vice President and two members of the Council, presently Mrs Borden and Mr Griffiths—It meets on an ad hoc basis to consider applications from prospective members of the Foundation and issues relating to the membership

## Corporate Governance (Cont'd)

#### **Remuneration Committee**

The Remuneration Committee established by the Council comprises, the Vice President of the Foundation, the Chairman of Crown Agents, two other Council Members, presently Messrs Platts and Masters, and Mr D N McMenamin who is a Non-Executive Director of Crown Agents. In keeping with Crown Agents' Articles of Association, the Board has resolved that in exercising its power to fix the remuneration of Executive Directors it shall be bound by the decisions of the Remuneration Committee

The Committee meets at least once each year to consider, within agreed terms of reference, Crown Agents' framework of executive remuneration and its cost. It also determines the contract terms, remuneration and other benefits for each of the Executive Directors including performance related bonus schemes, pension rights and compensation payments. The Chief Executive attends meetings (except when his own performance and remuneration are under review) but is not a member of the Committee. Remuneration consultants advise the Committee where necessary

The Committee also determines the remuneration of senior members of staff based upon recommendations made by the Crown Agents' Executive Committee to whom the Board has delegated the day to day running of the company. The remuneration of non-Executive Directors is based upon the recommendation of the Vice President of the Foundation and the Chief Executive. The Chairman's remuneration is based upon the recommendation of the other members of the Remuneration Committee. The Committee met formally on one occasion during the year (2011: once)

Members of the Council are not remunerated in respect of their membership of the Council

#### **Audit and Risk Committee**

The Audit and Risk Committee currently comprising Mr Platts (Chairman), Dr Masters and Mr McMenamin meets at least four times each year. The Audit and Risk Committee members are also the members of the Crown Agents' Audit and Risk Committee. The Committee met on four occasions during the year (2011 four) and the meetings were attended by the external auditors and the Crown Agents' Chief Executive, Chief Financial Officer (other than one meeting) and Group Chief Internal Auditor. The Committee also met privately with the auditors and without the Crown Agents' Executive Directors present.

The Committee reviewed the effectiveness of internal controls, agreed the annual audit programme and reviewed reports of internal and external auditors and the Group's annual (audited) financial statements before submission to the Council for approval. The Committee also kept under review the cost effectiveness, the independence and objectivity of the external auditors. The provision of non-audit services by the auditors requires the approval of the Audit and Risk Committee.

#### **Discretionary Grants and Scholarships Committee**

The Discretionary Grants and Scholarships Committee comprises four members of the Foundation Council presently Mrs Borden, Ms Nursey, Mr Griffiths and Mr Jagger The Committee reviews and recommends suitable uses for scholarships and other discretionary awards

## **Internal Control**

In order to perform its supervisory and monitoring role the Council receives and reviews annual reports from the Crown Agents' Chief Executive and Chairman of the Crown Agents' Audit and Risk Committee detailing any major issues regarding the financial statements, accounting records, internal controls and adequacy of working capital resources. Through this process the Council is able to satisfy itself that the responsibilities of the Board for the control and reporting of the activities of Crown Agents have been and continue to be adequately discharged. In addition, the Council has relied upon assurances contained in a letter of representation from the Board of Crown Agents.

## Statement of Directors' Responsibilities

The members of the Council, as 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. 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 Group and the company and of the profit or loss of the Group for that period. In preparing these financial statements, the directors are required to -

- select suitable accounting policies and apply them consistently,
- make judgements and accounting 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, and
- 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 Group's and the company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and 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 Group and the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In accordance with Section 418, directors' reports shall include a statement, in the case of each director in office at the date the directors' report is approved, that

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

## Independent Auditor's Report to the Members of The Crown Agents Foundation

We have audited the Group and parent company financial statements (the "financial statements") of The Crown Agents Foundation for the year ended 31 December 2012 which comprise the Consolidated Profit and Loss Account, the Consolidated and Parent Company Balance Sheets, the Consolidated Cash Flow Statement, the Consolidated Statement of Total Recognised Gains and Losses and the related notes. 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)

#### Respective responsibilities of directors and auditors

As explained more fully in the Statement of Directors' Responsibilities (set out on page 11), 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.

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

## Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the Group's and parent company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the directors, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

## **Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the Group's and the parent company's affairs as at 31
   December 2012 and of the Group's profit and cash flows 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 the 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 Members of The Crown Agents Foundation (Cont'd)

## 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 by the parent company, or returns adequate for our audit have not been received from branches not visited by us, or
- the parent company 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

Nayte,

Andrew Paynter (Senior Statutory Auditor)
For and on behalf of PricewaterhouseCoopers LLP
Chartered Accountants and Statutory Auditors
Gatwick

Date

19/4/2013

## Consolidated Profit and Loss Account for the Year Ended 31 December 2012

			Re-stated *
		2012	2011
	Note	£'000	£'000
Turnover	1	99,726	110,639
Cost of sales		(58,968)	(68,571)
Gross profit		40,758	42,068
Administrative expenses		(39,112)	(36,636)
Operating profit	2	1,646	5,432
Share of operating profit in joint ventures		116	153
Income from participating interests		86	213
Amounts written off investments		-	(125)
Other interest receivable and similar income		237	307
Interest payable and similar charges		(66)	(119)
Other finance costs	3	(985)	(637)
Profit on ordinary activities before exceptional item		1,034	5,224
Exceptional item	4	547	-
Profit on ordinary activities before taxation		1,581	5,224
Tax on profit on ordinary activities	6	(720)	(1,464)
Profit on ordinary activities after taxation		861	3,760
Minority interests		(12)	-
Profit for the financial year attributable to members of the parent company	20	849	3,760

<sup>\*</sup> The 2011 Group results have been restated to eliminate £5 9m of intra-group trading. This has no effect on profit

The results for the current and prior year are attributable to the continuing operations of the Group. On a historical cost basis the profit on ordinary activities before taxation would be increased by £74,000 to £1,655,000 being the difference between historical cost depreciation and the actual charge calculated on the revalued amounts. A reconciliation of movements in shareholders' funds is given in Note 20 to the financial statements.

In accordance with the exemption permitted by S408 of the Companies Act 2006, the profit and loss account of the Company is not separately presented. The profit attributable to the shareholders, dealt with in the financial statements of the Company, is £nil (2011 £nil)

# Consolidated Statement of Total Recognised Gains and Losses for the Year Ended 31 31 December 2012

		2012	2011
	Note	£'000	£'000
Profit for the financial year	19	849	3,760
Foreign currency translation differences	19	272	(403)
Unrealised (deficit)/surplus on revaluation of properties	19	(4,100)	772
Actuarial (loss) recognised on defined benefit pension scheme	19	(1,724)	(14,726)
Deferred tax on actuarial (loss)/gain recognised on defined benefit pension scheme	19	(126)	3,483
Total recognised gains and losses relating to the year	20	(4,829)	(7,114)

## **Consolidated Balance Sheet at 31 December 2012**

				Re-stat	ed *
			2012		2011
	Note	£'000	£'000	£'000	£'000
Fixed assets					
Intangible assets	7		1,132		-
Tangible assets	8		8,558		11,630
Investments in associated undertakings	9		552		466
			10,242		12,096
Current assets					
Investments	10	-		7,726	
Debtors	11	30,923		38,710	
Money market deposits and securities	12	812,771		686,770	
Cash at bank and in hand		15,480		13,865	
		859,174		747,071	
Creditors: Amounts falling due within one year		•		•	
Creditors within one year	14	(45,681)		(46,740)	
Customers' deposits	15	(775,566)		(662,265)	
·		(821,247)		(709,005)	
Net current assets			37,927		38,066
Total assets less current liabilities			48,169		50,162
Creditors: Amounts falling due after more	16		-		(1,005)
than one year					
Provisions for liabilities	17		(1,770)_		(1,620)_
Nets assets excluding pension asset/liability			46,399		47,537
Net pension liability	21		(23,252)		(19,573)
Net assets			23,147		27,964
			**		
Capital and reserves					
Called up share capital	18	2,000		2,000	
Revaluation reserve	19	(1,022)		3,152	
Other reserves	19	6,020		6,020	
Profit and loss account	19	16,137		16,792	
Total Shareholders' funds	20	23,135		27,964	
Minority Interest		12		· -	
Capital employed		<u></u>	23,147	<del></del>	27,964
In come and the same					

<sup>\*</sup> The 2011 Group results have been restated as explained in note 12

The financial statements on pages 14 to 19 were approved by the Council on 8/4/13 and signed on its behalf on 19/4/13 by:

Francis I Sumner, Vice President

# Balance Sheet at 31 December 2012 (Registration Number: 03251167)

Fixed assets	Note	2012 £ 000	2011 £ 000
Investments		2,000	2,000
Capital and reserves			
Other reserves	19	2,000	2,000

The financial statements on pages 14 to 19 were approved by the Council on 8/4/13 and signed on its behalf on 19/4/13 by:

F.1. Summer

Francis I Sumner, Vice President

# Consolidated Cash Flow Statement for the Year Ended 31 December 2012

Operating profit         £ 000         £ 000           Operating profit         1,646         5,432           Joint venture income         116         153           Foreign currency translation         272         (403)           Depreciation, amortisation and impairment charges         1,314         1,121           (Profit)/Loss on disposal of fixed assets         (51)         120           Decrease in debtors         7,787         6,847           Decrease in creditors         (1,945)         (29,033)           Increase in provisions         150         74           Difference between defined benefit pension charge and cash contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           2012         2011         2002         2011           Every son investments and servicing of finance         10,680         (14,897)           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         2         53           Taxation         171         241
Doint venture income   116   153
Foreign currency translation         272         (403)           Depreciation, amortisation and impairment charges         1,314         1,121           (Profit)/Loss on disposal of fixed assets         (51)         120           Decrease in debtors         7,787         6,847           Decrease in creditors         (1,945)         (29,033)           Increase in provisions         150         74           Difference between defined benefit pension charge and cash contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           E 000         £ 000         £ 000           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Returns on investments and servicing of finance           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           171         241
Depreciation, amortisation and impairment charges         1,314         1,121           (Profit)/Loss on disposal of fixed assets         (51)         120           Decrease in debtors         7,787         6,847           Decrease in creditors         (1,945)         (29,033)           Increase in provisions         150         74           Difference between defined benefit pension charge and cash contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           2012         2011         £ 000         £ 000           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Returns on investments and servicing of finance           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           171         241
(Profit)/Loss on disposal of fixed assets         (51)         120           Decrease in debtors         7,787         6,847           Decrease in creditors         (1,945)         (29,033)           Increase in provisions         150         74           Difference between defined benefit pension charge and cash contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           Net cash inflow/(outflow) from operating activities         2012         2011           E 000         £ 000         £ 000           Returns on investments and servicing of finance         237         307           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           171         241           Taxation
(Profit)/Loss on disposal of fixed assets         (51)         120           Decrease in debtors         7,787         6,847           Decrease in creditors         (1,945)         (29,033)           Increase in provisions         150         74           Difference between defined benefit pension charge and cash contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           Net cash inflow/(outflow) from operating activities         2012         2011           E 000         £ 000         £ 000           Returns on investments and servicing of finance         237         307           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           171         241           Taxation
Decrease in debtors         7,787         6,847           Decrease in creditors         (1,945)         (29,033)           Increase in provisions         150         74           Difference between defined benefit pension charge and cash contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           2012         2011           £ 000         £ 000         £ 000           Returns on investments and servicing of finance         10,680         (14,897)           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           171         241           Taxation         -         53
Decrease in creditors   (1,945)   (29,033)     Increase in provisions   150   74     Difference between defined benefit pension charge and cash contributions   1,391   792     Net cash inflow/(outflow) from operating activities   10,680   (14,897)     Cash flow statement   2012   2011     £ 000   £ 000     Net cash inflow/(outflow) from operating activities   10,680   (14,897)     Returns on investments and servicing of finance     Interest received   237   307     Interest paid   (66)   (119)     Dividends received   - 53     171   241     Taxation
Increase in provisions Difference between defined benefit pension charge and cash contributions Net cash inflow/(outflow) from operating activities  Cash flow statement  Cash inflow/(outflow) from operating activities  Net cash inflow/(outflow) from operating activities  Net cash inflow/(outflow) from operating activities  Net cash inflow/(outflow) from operating activities  Returns on investments and servicing of finance Interest received Interest paid Dividends received  Taxation  150 74 792 792 792 792 793 794 792 794 795 794 795 795 796 797 797 798 798 799 799 799 799 799 799
Difference between defined benefit pension charge and cash contributions 1,391 792  Net cash inflow/(outflow) from operating activities 10,680 (14,897)  Cash flow statement 2012 2011 £ 000 £ 000  Net cash inflow/(outflow) from operating activities 10,680 (14,897)  Returns on investments and servicing of finance Interest received 237 307 Interest paid (66) (119)  Dividends received 53  Taxation 1,391 792
contributions         1,391         792           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement           2012         2011           £ 000         £ 000         £ 000           £ 000         £ 000         £ 000           Returns on investments and servicing of finance         237         307           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           Taxation         171         241
Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Cash flow statement         2012         2011           £ 000         £ 000         £ 000           Net cash inflow/(outflow) from operating activities         10,680         (14,897)           Returns on investments and servicing of finance         237         307           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           Taxation         171         241
Cash flow statement           2012 £ 000         2011 £ 000         £ 000
Net cash inflow/(outflow) from operating activities         10,680         £ 000           Returns on investments and servicing of finance         237         307           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           Taxation         171         241
Net cash inflow/(outflow) from operating activities         10,680         £ 000           Returns on investments and servicing of finance         237         307           Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           Taxation         171         241
Net cash inflow/(outflow) from operating activities  Returns on investments and servicing of finance Interest received 237 307 Interest paid (66) (119) Dividends received - 53 Taxation 10,680 (14,897)
Returns on investments and servicing of finance         237         307           Interest received         (66)         (119)           Dividends received         -         53           Taxation         171         241
Interest received         237         307           Interest paid         (66)         (119)           Dividends received         -         53           171         241           Taxation         -         -
Interest paid         (66)         (119)           Dividends received         -         53           171         241           Taxation         -         -
Dividends received         -         53           171         241           Taxation         -         53
Taxation 171 241
Taxation
· · · · · · · · · · · · · · · · · · ·
- · · · · · · · · · · · · · · · · · · ·
Taxation paid (1,090) (2,120)
Capital expenditure and financial investment
Purchase of tangible fixed assets (2,963) (1,768)
Sale of tangible fixed assets 563 111
Sale/(Purchase) of investments 8,287 (7,837)
5,887 (9,494)
Net cash inflow/(outflow) before management of liquid resources and 15,648 (26,270) financing
mancing
Financing
Repayment of loans and borrowings (1,333) (312)
Increase/(Decrease) in cash 14,315 (26,582)
Banking activities
Money market deposits and securities (126,001) 42,719
Customers' deposits 113,301 (35,850)
Advances and loans to banking customers 107
Net movement (12,700) 6,976
Increase /(Decrease) in cash

## Consolidated Cash Flow Statement for the Year Ended 31 December 2012

#### Reconciliation of net cash flow to movement in net debt

			Restated *
		2012	2011
	Note	£ 000	£ 000
Increase/(Decrease) in cash		1,615	(19,606)
Cash outflows from repayment of loans		1,333	312
Change in net debt resulting from cash flows	22	2,948	(19,294)
Movement in net debt	22	2,948	(19,294)
Net funds at 1 January	22	12,532	31,826
Net funds at 31 December	22	15,480	12,532

Because of the nature and diversity of Crown Agents' core activities, which include banking activities such as deposit taking from customers, the strict presentation prescribed by Financial Reporting Standard 1 (revised 1996) would be misleading. Accordingly, the net cash flow in respect of certain banking activities, represented by customers' deposits and negotiable instruments, is shown above separately from the cash flow from other operating activities.

<sup>\*</sup> The 2011 Group results have been restated as explained in note 12

## **Accounting Policies**

## **Basis of preparation**

The financial statements have been prepared on the going concern basis under the historical cost convention, as modified by the revaluation of long leasehold properties with more than 50 years unexpired lease term and in accordance with the Companies Act 2006 and applicable accounting standards in the United Kingdom. The principal accounting policies, which have been applied consistently throughout the year, are set out below.

#### **Basis of consolidation**

The consolidated financial statements deal with the assets, liabilities and results of the operations of The Crown Agents Foundation and its subsidiary undertakings using uniform Group accounting policies and eliminating intra-group transactions. The Group's share of the results of associated undertakings is included in the consolidated profit and loss account by use of equity accounting. Investment in associated undertakings is the Group's share of the net assets of those interests.

No profit and loss account is presented for the company as permitted by Section 408 of the Companies Act 2006. Its profit for the financial year was £nil (2011 - £nil)

#### **Turnover**

Turnover comprises commissions, fees earned and reimbursable expenditure from principals, sales of procured goods and services, interest receivable less interest payable and attributable profit on credit packages and fees earned from project services, all excluding VAT

Turnover from long term contracts is recognised throughout the duration of the contract, to the extent that the outcome of the contract can be assessed with reasonable certainty and in accordance with the state of completion of contractual obligations. Income is accrued / deferred accordingly

Agency fees are recognised either on shipment or 50% on order placement and 50% on shipment depending upon the contract. Consultancy fees are recognised as revenue based on days worked calculated at the appropriate contract rate. Financial services income, including that arising from advances, which comprise fees earned, reimbursable expenditure from clients and interest receivable less interest payable, is recognised on an accruals basis. Other income is recognised when assignments are completed

## Intangible fixed assets

Goodwill represents the excess of the cost of an acquisition over the fair value of the Group's share of the identifiable net assets of the acquired subsidiary at the date of acquisition

Goodwill is tested for impairment at least annually. Any impairment is recognised immediately in the income statement. Subsequent reversals of impairment losses for goodwill are not recognised.

#### **Amortisation**

Goodwill is amortised over 20 years on a straight line basis

#### Tangible fixed assets

Tangible fixed assets, except for long leasehold property, are stated at cost less accumulated depreciation Cost includes the original purchase price of the asset and the costs attributable to bring the asset to its working condition for its intended use. Assets are depreciated from the month following that in which they are brought into use

#### Impairment of assets

The carrying amounts of assets are reviewed at each balance sheet date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated to determine the amount of impairment loss

An impairment loss is recognised in the profit and loss account in the period in which it arises if it is considered a permanent diminution in value, otherwise it would be charged to the revaluation reserve

#### Depreciation

Depreciation is calculated to write off the original cost or subsequent valuation of the assets in equal annual instalments over their estimated useful lives

Long Leasehold land and buildings are subject to periodic revaluation, in accordance with the provisions of FRS 15, on the basis of open market value for existing use or 'current value to the businesses as appropriate. Long leasehold land and buildings are included at valuation less accumulated depreciation.

Asset class	Depreciation
Long leasehold land and buildings	50 years
Fixtures, fitting and equipment	3-10 years
Computer equipment	3-5 years
Motor vehicles	4 vears

#### **Fixed asset investments**

Investment in associated undertakings is the Group's share of the net assets of those interests. Investments in Group undertakings are stated at cost less any provision for impairment. Impairment reviews are performed by the Directors when there has been an indication of potential impairment.

## **Current asset investments**

Current asset investments are included at the lower of cost and net realisable value

## Hire purchase and leasing

Where assets are financed by leasing arrangements that give rights approximating to ownership, the assets are treated as if they had been purchased outright. The amount capitalised is the present value of the minimum lease payments payable during the lease term. The corresponding lease commitments are shown as obligations to the lessor. Lease payments are split between capital and interest elements using the annuity method. Depreciation on the relevant assets and interest are charged to the profit and loss account. All other leases are operating leases and the annual rentals are charged to operating profit on a straight line basis over the lease term.

#### **Deferred tax**

Full provision is made for deferred tax arising from timing differences between the recognition of gains and losses in the financial statements and their recognition in tax computations, where future payment or receipt is more likely to occur, than not

Deferred tax assets are regarded as recoverable and recognised only when, on the basis of all available evidence, 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 is measured at the average tax rates that are expected to apply in periods in which the timing differences are expected to reverse, based on tax rates and laws that have been enacted or substantively enacted by the balance sheet date. Deferred tax is provided on a non-discounted basis.

No deferred tax is provided on timing differences arising from the revaluation of fixed assets

# Financial instruments Money market deposits and securities

These comprise money market instruments and money market loans maturing within one year of the balance sheet date and are stated as follows

- Money market instruments at cost
- Money market loans at face value

#### **Certificates of deposit**

Certificates of deposit are purchased by Crown Agents Bank Limited for liquidity purposes and are generally held to maturity. As such they are stated at amortised cost

#### **Derivatives**

Crown Agents Bank Limited' derivatives policy only permits dealing in forward foreign exchange contracts, currency options and deposit linked swaps to hedge or provide services to customers. Where forward foreign exchange contracts have been used to hedge foreign currency assets and liabilities these are accounted for in the spot position with the difference between spot and forward rates amortised over the life of the transaction. Where foreign forward exchange contracts were used to hedge future expected foreign currency income the gains and losses are not recognised in the profit and loss account until the maturity of the underlying transactions.

#### Foreign currency

Monetary assets and liabilities expressed in foreign currencies are translated into Sterling at the exchange rates ruling at the balance sheet date, or at the appropriate contracted exchange rate and currency gains or losses are included in operating profit

The results of operations in foreign currencies are translated at the exchange rates ruling at the balance sheet date. Income and expenses in foreign currencies are recorded in Sterling at the rates ruling for the month of the transactions. Exchange differences on opening reserves are recognised through the Statement of Total Recognised Gains and Losses.

## **Pensions**

For defined benefit schemes, the service cost of pension provision relating to the period, together with the cost of any benefits relating to past service, is charged to the profit and loss account. A charge equal to the increase in the present value of the scheme liabilities (because the benefits are closer to settlement) and a credit equivalent to the Group's long-term expected return on assets (based on the market value of the scheme assets at the start of the period) are included in the profit and loss account under "other finance income or costs"

The difference between the market value of the assets of the scheme at current bid price and the present value of accrued pension liabilities is shown as an asset or liability on the balance sheet net of deferred tax. Scheme liabilities are measured using the projected unit actuarial method and discounted at the current rate of return on a high quality corporate bond of equivalent term to the liability. Any difference between the expected return on assets and that actually achieved is recognised in the Statement of Total Recognised Gains and Losses along with differences which arise from experience or assumption changes.

Amounts charged in respect of defined contribution schemes are the contributions payable in the year

#### **Provisions**

Provisions are recognised when the company has a present obligation as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation

## 1. Turnover

Turnover has arisen by the following geographical locations		
Turnover has ansen by the following geographical locations	2012	2011
	2012 %	2011 %
Africa	65	59
Asia and the Pacific	16	22
Caribbean, Atlantic and the Americas	10	3
Europe and the Middle East	18	16
Europe and the Middle East		100
	100	
An analysis of turnover by class of business is given below		
		Re-stated *
	2012	2011
	£ 000	£ 000
Professional services	90,393	99,242
Financial services	9,333	11,397
	99,726	110,639
2. Operating profit		
Operating profit is stated after charging	2012	2011
Operating profit is stated after charging	£ 000	£ 000
Auditors' remuneration - The audit of the company's annual accounts	15	15
Auditors' remuneration - The audit of the company's subsidiaries' annual	13	13
accounts	414	328
Auditors' remuneration - non audit work	10	121
Depreciation of owned assets	1,290	1,108
Depreciation of owned disects  Depreciation of assets held under finance lease and hire purchase	2,230	2,200
contracts	-	13
Amortisation of goodwill	24	-
Operating lease charges - land and buildings	2,227	3,134
Operating lease charges - plant and machinery	82	80
(Profit)/loss on sale of tangible fixed assets	-	120
Foreign currency losses/(gains)	660	(652)

2,128

3,379

Due to staff under Corporate Performance Reward Scheme

<sup>\*</sup> The 2011 Group results have been restated to eliminate £5 9m of intra-group trading. This has no effect on profit

## 3. Other finance costs

	2012	2011
	£ 000	£ 000
Pension scheme (see note 21)		
Interest cost	11,283	12,712
Expected return on scheme assets	_(10,298)	(12,075)
	985	637

## 4. Exceptional item

	2012	2011
	£ 000	£ 000
Profit on sale of investment	547_	
	547_	

## Profit on sale of investment

Crown Agents Investment Management Ltd sold its 13 2% investment in MCB Investment Management Co Ltd

## 5. Particular of employees

The average number of persons employed by the Group (including directors) during the year, analysed by category was as follows

	2012	2011
	No	No.
UK staff	389	412
International staff	280	216
Contract staff	79_	95
	748	723
	~	
	2012	2011
	£ 000	£ 000
Wages and salaries	36,732	36,163
Social security costs	2,633	2,578
Pension costs	3,626	2,732
	42,991	41,473

## Directors' remuneration

The directors' remuneration for the year was as follows:

	2012	2011
	£ 000	£ 000
Emoluments	<u>856</u>	1,009
Compensation for loss of office paid to past Directors	152	
Amounts paid to money purchase schemes	52	38
During the year the number of directors who were receiving benefits was as fo	ollows:	
	2012	2011
	No.	No.
Accruing benefits under defined benefit pension scheme	2	2
Accruing benefits under money purchase pension scheme	3	2
In respect of the highest paid director		
The second secon	2012	2011
	£ 000	£ 000
Remuneration	193	163
Amounts paid to money purchase schemes	25	11
6. Taxation	2012	2011
	2012	2011
Current Tax	£ 000	£ 000
	741	1 026
Corporation Tax Charge Adjustments in respect of prior years	741 336	1,836 (13)
UK Corporation tax	1,077	1,823
Foreign taxation	150	1,823 27
r or eight taxation	1,227	1,850
Deferred Tax		
Origination and reversal of timing differences	5	(29)
Deferred tax adjustment relating to previous years	35	(23)
Pension cost relief less pension cost charge	(547)	(357)
Group deferred tax	(507)	(386)
Total tax on profit on ordinary activities	720	1,464

## Factors affecting current tax charge for the year

Tax on profit on ordinary activities for the year is higher than the standard rate of corporate tax in the UK of 24.5% (2011 - 26.5%)

The differences are reconciled below

	2012	2011
	£ 000	£ 000
Profit on ordinary activities before tax	1,581	5,224
Corporation tax at standard rate	387	1,344
Capital allowances less depreciation	4	15
Pension contribution relief less pension cost charge	582	379
Other timing differences	105	66
Expenses not deductible for tax purposes	(192)	93
Adjustment due to different tax rates	7	1
Adjustments in respect of prior periods	336	(13)
Adjustments due to (relieved)/unrelieved losses	(5)	(35)
Rate of tax payable by small companies	3_	
Total current tax	1,227	1,850

## 7. Intangible fixed assets

Goodwill	Gr	oup
GOOGWIII	2012 £ 000	2011 £ 000
Cost or valuation		
At 1 January	-	-
Acquisition	1,156	-
At 31 December	1,156	
Amortisation or impairment		
At 1 January	-	-
Amortisation charge for the year	24	
At 31 December	24	
Carrying value		
At 31 December 2012	1,132	
At 31 December 2011	_	

On 1 August 2012 Crown Agents USA Inc , a wholly owned subsidiary of the Group, purchased Weidemann Associates Inc for \$2.4m (which included \$0.9m of deferred payments dependent on the company achieving certain revenue levels and \$0.5m of contingent payments relating to the receipt of new orders) The adjusted fair value of the net assets on acquisition was \$0.5m, giving goodwill on acquisition in the consolidated financial statements of \$1.9m (£1.2m)

Goodwill is being amortised on a straight line basis over 20 years

In accordance with UK GAAP, the consolidated financial statements note that these fair values are provisional. These fair values will be updated in the 2013 financial statements. Weidemann Associates Inchas been accounted for using the acquisition accounting method.

The operating assets and liabilities of Weidemann Associates Inc. during the year were as follows

	Book	Fair Value	Fair
	Value	<b>Adjustments</b>	Value
	£ 000	£ 000	£ 000
Fixed Assets	34	(3)	31
Debtors	688	-	688
Cash	46	•	46
Creditors	(385)		(385)
	383	(3)	380
Accrued purchase consideration			1,536
Goodwill			(1,156)
			380

## 8. Tangible fixed assets

Group

	Long leasehold land & buildings £'000	Motor vehicles, fixtures & fittings £'000	Computer equipment £'000	Total £'000
Cost or valuation			- 555	
At 1 January 2012	8,735	2,997	7,060	18,792
Exchange / Revaluation	-	(44)	(5)	(49)
Additions	-	1,003	1,960	2,963
Disposals/Reclassification	-	(249)	221	(28)
Property Revaluation in period	(4,310)			(4,310)
At 31 December 2012	4,425	3,707	9,236	17,368
Depreciation				
At 1 January 2012	-	1,676	5,486	7,162
Exchange loss/(gain) on Revaluation	-	(39)	(4)	(43)
Charge for the year	142	351	797	1,290
Eliminated on				507
disposals/Reclassification	-	457	80	537
Property Revaluation	(136)			(136)
At 31 December 2012	6	2,445	6,359	8,810
Net Book Value				
At 31 December 2012	4,419	1,262	2,877	8,558
At 31 December 2011	8,735	1,321	1,574	11,630

Long leasehold land and buildings are at valuation

## **Computer System replacement**

Included within Computer equipment is £1,178,269 relating to new computer systems (tangible assets) that are currently being implemented

#### Revaluations

The long leasehold interest in the company's head office, St Nicholas House, is held by Crown Agents Bank Limited. This interest was externally revalued as at 31 December 2012 in accordance with the RICS Appraisal and Valuation Standards (5<sup>th</sup> Edition), by qualified professional valuers working for the company of DTZ Debenham Tie Leung (DTZ), Chartered Surveyors, acting in the capacity of External Valuer.

DTZ provided a valuation on an open market existing use basis for the Group financial statements on the long leasehold interest as at 31 December 2012 of £4,150,000

The Group's other long leasehold property, comprising office premises in Liverpool, was valued on 31 December 2011, in accordance with the RICS Appraisal and valuation Standards (5<sup>th</sup> Edition), by a qualified professional valuer working for Matthews & Goodman LLP. The directors have reviewed this valuation and the underlying assumptions and are of the opinion that there has been no material change in value since then

The Directors have reviewed the net carrying value of these long leasehold interests as at 31 December 2012 and believe that this reflects an appropriate value for this asset class at that date

No deferred tax is provided on timing differences arising from the revaluation of fixed assets

#### Long leasehold property at historical costs

	2012	2011
	£ 000	£ 000
Cost at 1 January and 31 December	7,113	7,113
Accumulated depreciation	(1,487)	(1,344)
Net book value at 31 December	5,626	5,769

## 9. Investment held as fixed assets

Group		Interest in associated Undertakıngs	
	2012	2011	
Cost	£ 000	£ 000	
At 1 January and 31 December	114	114	
At 1 January and 31 December			
Share of post acquisition profits			
At 1 January	352	252	
Dividend received	-	(53)	
Share of current year results	125	213	
Share of taxation	(39)_	(60)	
At 31 December	438_	352_	
Net book value			
At 31 December 2012	552_	466	
At 31 December 2011	466	366	
The Group's share of interests in joint ventures is:			
	2012	2011	
	£ 000	£ 000	
Gross Profit	109_	115_	
Profit before tax	13	32	
Taxation	(6)	(7)	
Profit after tax		25	
Fixed assets	<u> </u>	1	
Current assets	158	112	
Liabilities due within one year	91	35	

## Subsidiary and associated undertakings at 31 December 2012

			%
		Country of	of nominal
		registration or	value of
	Main business	incorporation	shares held
The Crown Agents for Oversea Governments and Administrations Limited	Procurement & Consultancy	England	100
Crown Agents Bank Ltd	Bankıng	England	100
Crown Agents Investment Management Ltd	Investment management	England	100
Crown Agents USA Inc	Procurement & consultancy	USA	100
Weidemann Associates Inc	Procurement & consultancy	USA	100
Crown Agents Services Ltd	Supplies services	England	100
Crown Agents International Ltd	Procurement & consultancy	England	100
Greenshields Cowie & Co Ltd	Cargo movement	England	100
Greenshields Cowie USA Inc	Cargo movement	USA	100
Crown Agents Kenya Ltd	Procurement & consultancy	Kenya	100
Crown Agents Uganda Ltd	Procurement & consultancy	Uganda	100
Crown Agents Services Tanzania Ltd	Procurement & consultancy	Tanzania	100
Crown Agents Zimbabwe Ltd	Procurement & consultancy	Zımbabwe	70
Crown Agents Mozambique Ltd	Procurement & consultancy	Mozambique	100
Crown Agents Nigeria Ltd	Procurement & consultancy	Nigeria	99
Crown Agents Ghana Ltd	Procurement & consultancy	Ghana	100
Crown Agents (India) Pvt Ltd	Procurement & consultancy	India	100
PTG Statesman Travel Ltd	Travel services	England	50
ES-KO (UK) Ltd	Catering contracts	England	25
Greenshields Project Cargo SRL	Cargo movement	Italy	25

The Foundation only holds shares directly in The Crown Agents for Oversea Governments and Administration Limited The proportion of voting rights in the above subsidiaries is the same as the proportion of nominal value of shares held. All shareholdings are held in ordinary shares. All subsidiaries are consolidated

#### 10. Current asset investments

	Gro	Group		Company
	2012 £ 000	2011 £ 000	2012 £ 000	2011 £ 000
Listed investments	-	7,712	-	-
Unlisted shares		14		
		7,726	<u> </u>	

During 2011 the Group purchased a short term fixed rate bond and a Certificate of Deposit These expired in 2012 Crown Agents Investment Management Limited sold its minority shareholding in The Mauritius Commercial Bank Investment Management Company Limited during 2012 The profit on sale is shown as an exceptional item in the Group's profit and loss account

11. Debtors				
	Group		Company	
	2012	2011	2012	2011
	£ 000	£ 000	£ 000	£ 000
Trade Debtors	15,318	8,550	-	-
Amounts owed by Group undertakings	-	-	-	-
Other debtors	4,752	13,841	-	-
Deferred tax	958	963	-	-
Prepayments and accrued income	9,895_	15,356	<u>-</u>	
	30,923	38,710	-	

Debtors include amounts receivable after more than one year which can be analysed as follows

	Group		Company	
Deferred tax	<b>2012 £ 000</b> 958	2011 £ 000 963	2012 £ 000	2011 £ 000
			2012 £ 000	2011 £ 000
Deferred tax asset				
Accelerated capital allowances			279	345
Other timing differences			679_	618
Total deferred tax asset			958	963
At 1 January			963	934
Deferred tax charge in profit and loss account	t		(5)	29
At 31 December			958	963
Pension Scheme Deferred tax asset				
At 1 January			6,524	2,684
Deferred tax credit/(charge) in profit and loss	account		547	357
Deferred tax credited/(charged) to the staten gains and losses	nent of total red	cognised		
- on actuarial loss			396	8,851
- change in tax rate			(522)	(5,368)
At 31 December			6,945	6,524
		,	<del></del>	

## 12. Money Market Deposits and Securities

Deposits and securities are held in Crown Agents Bank Limited and include amounts relating to deposits held on behalf of customers

		Restated *
	2012	2011
	£ 000	£ 000
Cash and balances at Central Banks	486,171	90,262
Loans and advances - on demand	37,741	99,989
Loans and advances - overnight	-	16,614
Money market loans up to 3 months	5,700	195,116
Money market loans 3 - 12 months	93,826	46,295
Debt Securities	189,333	238,494
	812,771	686,770

<sup>\*</sup> The 2011 Group results have been restated to show Crown Agents Bank's overnight money market deposits and deposits with central banks as Money Market Deposits rather than Cash at Bank and in hand as this represents the Group's cash position more accurately (the balances are shown as "Cash and balances at central banks" in Crown Agents Bank's own accounts)

#### 13. Cash at Bank and in hand

Cash at bank and in hand includes cash in hand and deposits, including those denominated in foreign currencies, repayable on demand or within 24 hours, and also any overdrafts repayable on demand. The amount in respect of the Group includes balances held by Crown Agents Bank Limited in the course of its normal banking activities.

## 14. Creditors: Amounts falling due within one year

		Group		Company
	2012	2011	2012	2011
	£ 000	£ 000	£ 000	£ 000
Trade creditors	9,854	4,426	-	-
Amounts owed to Group undertakings	•	-	-	-
Other creditors	17,528	8,257	-	-
Other taxes and social security	1,162	2,082	-	-
Accruals and deferred income	17,137	31,975		<del></del>
	45,681	46,740		

## 15. Customers' Deposits

The deposits which are held in Crown Agents Bank Limited arise principally from payments received on account of purchases or disbursements to be made on behalf of customers

	2012	2011
	£ 000	£ 000
Repayable on demand	228,204	331,200
Repayable up to 3 months	355,314	279,386
Repayable in 3 - 12 months	192,048_	51,679
	775,566	662,265

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

	Group		Company	
	2012 £ 000	2011 £ 000	2012 £ 000	2011 £ 000
Other loans		1,005		

## 17. Provisions

Group

	2012	2011
	£ 000	£ 000
At 1 January	1,620	1,546
Charged to the profit and loss account	150	74
At 31 December	1,770	1,620

The provision for dilapidation relates to a lease expiring in 2064

## 18. Share capital

The company is limited by guarantee Each member has undertaken to contribute to the assets of the company, in the event of it being wound up while he is a member, or within one year after he ceases to be a member, an amount not exceeding £1

## 19. Reserves

## Group

	Revaluation reserve £ 000	Capital reserve	Profit and loss account £ 000	Total £ 000
At 1 January 2012	3,152	6,020	16,792	25,964
Profit for the year	•	-	849	849
Deficit on property revaluation	(4,100)	~	-	(4,100)
Foreign currency translation losses	•	-	272	272
Actuarial loss on pension schemes	-	-	(1,724)	(1,724)
Deferred tax relating to actuarial gain/loss				
on pension schemes	-	-	(126)	(126)
Other reserves movements	<u>(74)</u>		74	
At 31 December 2012	(1,022)	6,020	16,137	21,135
At 1 January and 31 December			2012 Other reserves £ 000 2,000	2011  Total £ 000 2,000
20. Reconciliation of movement in sharehold	lers' funds			
Group				
			2012	2011
			£ 000	£ 000
Profit attributable to the members of the G	roup		849	3,760
Other recognised gains and losses relating t	o the year		(5,678)	(10,874)
Net reduction to shareholders' funds			(4,829)	(7,114)
Shareholders' funds at 1 January			27,964	35,078
•				

23,135

27,964

Shareholders' funds at 31 December

#### 21. Pension schemes

In the UK, the Group operates the Crown Agents Superannuation Scheme ("CASS") comprising two funds, namely CASS I and CASS II CASS is a defined benefit scheme with assets held in separate trustee administered funds managed by Crown Agents Investment Management Limited ("CAIML") The benefits of the employees within CASS I have been substantially secured by the purchase of a single premium annuity from AXA Sun Life Services plc (formerly Sun Life Assurance Society plc ) CASS I was closed to new members in 1979 CASS II was closed to new members in 2006

The most recent triennial valuation of the scheme was carried out at 31 March 2011 At that date, using the method and assumptions agreed by the Trustees, the scheme (combined CASS I and CASS II sections) had assets sufficient to cover 111% of its liabilities at that date, corresponding to a surplus of £23 million

£971,931 (2011 £2,012,000) was paid by the employer by way of contributions during the year including £302,843 (2011: £370,000) in payment of expenses Contributions payable to the pension scheme at the end of the year are £nil (2011 - £nil)

UK staff joining on or after 1 April 2006 are eligible to join the Crown Agents Group Stakeholder Pension Scheme, which is a defined contribution scheme £879,857 (2011: £511,000) was paid by the employer by way of contributions during the year

Retirement benefits for international staff are provided, in accordance with local requirements, by either service-based lump sums or locally administered defined contribution schemes

## Reconciliation of scheme assets and liabilities to assets and liabilities recognised

The amounts recognised in the balance sheet are as follows -

	2012	2011
	£ 000	£ 000
Fair value of scheme assets	225,099	217,900
Present value of scheme liabilities	(255,296)	(243,997)
	(30,197)	(26,097)
Deferred tax asset	6,945	6,524
Net liability in the balance sheet	(23,252)	(19,573)

## **Scheme assets**

Changes in the fair value of the plan assets are as follows -

	2012	2011
	£ 000	£ 000
Fair value at start of year	217,900	224,656
Expected return on assets	10,298	12,075
Actuarial gains and losses	6,244	(9,936)
Employer contributions	972	1,642
Contributions by scheme participants	27	33
Benefits paid	(10,342)	(10,570)
Fair value at end of year	225,099	217,900

## **Analysis of assets**

The major categories of plan assets as a percentage of total scheme assets are as follows:-

	2012	2011
	%	%
Equity instruments	40 56	38 80
Debt instruments	21 86	26 60
Property	4 80	4 20
Cash	7.40	3 30
Other assets	25 38	27 10
Actual return on scheme's assets		
	2012	2011
	£ 000	£ 000
Actual return on scheme assets	16,542	2,139

The overall expected return on assets assumption is derived as the weighted average of the expected returns from each of the main asset classes

## **Scheme liabilities**

Changes in the present value of the defined benefit obligation are as follows -

	2012	2011
	£ 000	£ 000
Present value at start of year	243,997	234,598
Current service cost	2,363	2,434
Actuarial gains and losses	7,968	4,790
Interest cost	11,283	12,712
Benefits paid	(10,342)	(10,570)
Contributions by scheme participants	27	33
Present value at end of year	255,296	243,997

## **Principal actuarial assumptions**

The principal actuarial assumptions at the balance sheet date are as follows -

	2012	2011
	%	%
Discount rate	4 25	4 70
Future salary increases	3 40	3 50
Future pension increases	2 90	3 00
Inflation	2 90	3 00
Expected return on scheme assets - CASS I	3 90	4 30
Expected return on scheme assets - CASS II	4 90	5 10
	·	

## Post retirement mortality assumptions

	2012	2011
	Years	Years
Current pensioners at retirement age - male	22 70	23 10
Current pensioners at retirement age - female	25 00	25 50
Future pensioners at retirement age - male	24 90	26 30
Future pensioners at retirement age - female	27 40	28 80

# Notes to the Financial Statements for the Year Ended 31 December 2012 (Cont'd) Amounts recognised in the profit & loss account

	2012	2011
	£ 000	£ 000
Amounts recognised in operating profit		
Current service cost	2,363	2,434
Recognised in arriving at operating profit	2,363	2,434
Amounts recognised in other finance cost		
Interest cost	11,283	12,712
Expected return on scheme assets	(10,298)	(12,075)
Recognised in other finance cost	985	637
Total recognised in the profit and loss account	3,348	3,071
Amounts recognised in the statement of total recognised ga	ins and losses	
	2012	2011
	£ 000	£ 000
Actual return less expected return on scheme assets	6,244	(9,936)
Changes in assumptions	(7,558)	(8,885)
Other actuarial gains (losses)	(410)	4,095
Actuarial gains and losses recognised in the Statement of		
Total Recognised Gains and Losses	(1,724)	(14,726)

The cumulative amount of actuarial gains and losses recognised in the statement of total recognised gains and (losses) since 1 January 2002 is (£32,433) (2011 - (£30,709))

## History of experience adjustments on scheme assets and liabilities

Amounts for the current and previous 4 periods are as follows

	2012	2011	2010	2009	2008
	£ 000	£ 000	£ 000	£ 000	£ 000
Fair value of scheme assets	225,099	217,900	224,656	209,539	188,536
Present value of scheme					
liabilities	(255,296)	(243,997)	(234,598)	(220,077)	(173,962)
(Deficit)/surplus in scheme	(30,197)	(26,097)	(9,942)	(10,538)	14,574
Experience adjustments	20: £ 0		011 201 000 £ 00		2008 £ 000
Experience adjustments arising on scheme assets  Experience adjustments arising	6,2	44 (9,9	36) 11,04	18,577	(29,105)
on scheme liabilities	(41	.0) 4,9	905 1,77	20 1,241	11,618

## 22. Analysis of net debt

	Restated *		
	At 1 January 2012	Cash flow	At 31 December 2012
	£ 000	£ 000	£ 000
Cash at bank and in hand	13,865	1,615	15,480
Debt due within one year	(328)	328	-
Debt due after more than one year	(1,005)	1,005	
Net funds	12,532	2,948	15,480

<sup>\*</sup> The 2011 Group results have been restated as explained in note 12

## 23. Contingent liabilities

Advance payment guarantees and performance bonds The amount guaranteed is £14,895,688 (2011 - £8,291,935)

## 24. Commitments

## **Capital commitments**

Amounts contracted for but not provided in the financial statements amounted to £402,668 (2011 - £132,415 ) Capital expenditure authorised, but not contracted, at 31 December 2012 was £217,488 (2011 - £1,596,433 )

## Operating lease commitments (annual)

## Group

	2012	2011
	£ 000	£ 000
Land and buildings		
Within one year	298	39
Within two and five years	126	321
Over five years	612	611
	1,036	971
Other		
Within two and five years	82	80

## 25. Related party transactions

The Group has an interest in the following subsidiary and associated undertakings. Transactions occur with these undertakings in the normal course of business. The more significant transactions are disclosed below.

	% of nominal value of shares held	Sales to related party £ 000	Purchases from related party £ 000	Amounts owed by related party £ 000	Amounts owed to related party £ 000
Crown Agents Nigeria Ltd	99	-	886	622	16
Crown Agents Zimbabwe Ltd	70	1	1,274	37	-
PTG Statesman Travel Ltd	50	28	148	1	-
ES-KO (UK) Ltd	25	151	-	3	-
Greenshields Project Cargo SRL	25	5	7	-	_

## 26. Objectives and Policies

#### Financial risk management

Crown Agents' operations expose it to a variety of financial risks, some specifically relating to the operation of its banking subsidiary. Crown Agents has in place a risk management framework, overseen by the Audit and Risk Committee, which seeks to limit any adverse effects on financial performance.

Crown Agents Bank Limited ("the Bank"), which is authorised and regulated by the Financial Services Authority, delegates the responsibility for the management of its exposure to liquidity, interest rate and currency risk to the Bank's Asset and Liability Committee, and that relating to credit risk to its Credit Committee Responsibility for the monitoring and reporting of all other risks is delegated to Risk Management, which reports to the Bank's Director, Finance & Compliance Risk Management also has an oversight role in the development of policies and procedures, evaluating risk levels and reporting to the Board on risk issues

#### Price Risk, credit risk, liquidity risk and cash flow risk

#### (i) Liquidity Risk:

The Bank's policy is to have sufficient liquid assets to meet all its obligations falling due within each maturity band. The policy has been agreed with the FSA. The Bank maintains high quality liquid and marketable assets to meet this requirement. The position is monitored daily and monthly reports are made to the FSA. A substantial proportion of customer accounts are current accounts that, although repayable on demand, have historically formed a stable deposit base.

Crown Agents maintains a level of unencumbered cash balances and short term credit facilities which ensure that it has sufficient available funds for operations and expansion

#### (ii) Credit Rısk:

Credit risk arises from extending credit in all forms where there is a possibility that customers or counterparties may default on their obligations

In the Bank this risk is managed by the Credit Committee which approves all counterparty limits. The exposures are monitored daily against the limits set

For the rest of Crown Agents, credit exposures are reviewed on a monthly basis by the Chief Financial Officer who reports any material concerns to the Crown Agents Executive Committee and the Board

#### (iii) Interest Rate Risk:

Interest rate risk arises in the Bank's balance sheet as a result of fixed rate, variable rate and non-interest bearing assets and liabilities. Exposure to interest rate movements arises when there is a mismatch between interest rate sensitive assets and liabilities. This risk is managed by limiting the mismatch allowed in predetermined time bands.

## (IV) Currency Risk:

In the Bank, currency risk arises from transactional positions and comprises the monetary assets and monetary liabilities of the bank denominated in non-sterling currencies. These risks are managed by adherence to limits for intra-day and overnight positions

Currency risk on transactional currency exposures which arise from income in currencies other than sterling, Crown Agents' operating currency, is mitigated by hedging, where appropriate. Such hedging is undertaken using forward foreign exchange deals and/or options to cover the anticipated net cash inflows.

## 27. Ultimate Parent Undertaking and Controlling Party

The Crown Agents Foundation is the Ultimate Parent of the group. There is no controlling party