

Filing

ATA MANAGEMENT SERVICES LIMITED

Company Number 03262509

ANNUAL REPORT

YEAR ENDED 30 DECEMBER 2012

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ATA MANAGEMENT SERVICES LIMITED

COMPANY INFORMATION

Directors	A Pendlebury S Dye
Secretary	S Dye
Company Number	03262509
Registered Office	The Derby Conference Centre London Road Derby DE24 8UX
Auditor	PKF (UK) LLP Regent House Clinton Avenue Nottingham NG5 1AZ

ATA MANAGEMENT SERVICES LIMITED

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ATA MANAGEMENT SERVICES LIMITED
DIRECTORS' REPORT
YEAR ENDED 30 DECEMBER 2012

The directors submit their report and the financial statements for the year ended 30 December 2012

Principal activities

The principal activity of the company during the year continued to be that of the provision of services for other group companies

Results and dividends

The profit for the year, after taxation, amounted to £129,000 (2011 £311,000 loss) The directors have declared a dividend of £Nil (2011 £Nil)

Directors

The directors who served during the year were as follows

A Pendlebury
A Bailey (resigned 20 February 2013)
S Dye (appointed 20 February 2013)

Directors' indemnities

The company has qualifying third party indemnity provisions for the benefit of its directors which remains in force at the date of this report

Provision of information to auditor

So far as each of the directors is aware at the date the report is approved

- there is no relevant audit information of which the company's auditor is unaware, and
- the directors have taken all the steps they should have taken to make themselves aware of any relevant audit information and to establish that the auditor are aware of that information

The report of the directors has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006

This report was approved by the board on 26 March 2013 and signed on its behalf


S Dye
Secretary

ATA MANAGEMENT SERVICES LIMITED

DIRECTORS' RESPONSIBILITIES STATEMENT

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

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and 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 company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ATA MANAGEMENT SERVICES LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ATA MANAGEMENT SERVICES LIMITED

We have audited the financial statements of ATA Management Services Limited for the period ended 30 December 2012 which comprise the profit and loss account, the balance sheet 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).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditor

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

Scope of the audit of the financial statements

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 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 company's affairs as at 30 December 2012 and of its profit for the period 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.

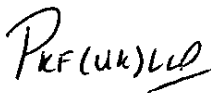
ATA MANAGEMENT SERVICES LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ATA MANAGEMENT SERVICES LIMITED (continued)

Matters on which we are required to report by exception

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

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



Gareth Singleton (Senior statutory auditor)
for and on behalf of PKF (UK) LLP, Statutory auditor
Nottingham, UK

26 MARCH 2013

ATA MANAGEMENT SERVICES LIMITED
PROFIT AND LOSS ACCOUNT
YEAR ENDED 30 DECEMBER 2012

	Note	2012 £,000	2011 £,000
TURNOVER	1,2	1,349	972
GROSS PROFIT		1,349	972
Administrative expenses		(1,167)	(1,206)
OPERATING PROFIT/(LOSS)	3	182	(234)
Interest payable	6	(118)	(94)
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		64	(328)
Tax on Profit/(loss) on ordinary activities	7	65	17
PROFIT/(LOSS) ON ORDINARY ACTIVITIES AFTER TAXATION	13	129	(311)

All amounts relate to continuing operations


There were no recognised gains or losses for 2012 or 2011 other than those included in the profit and loss account

The notes on pages 7 to 14 form part of these financial statements

ATA MANAGEMENT SERVICES LIMITED
BALANCE SHEET
30 DECEMBER 2012

	Note	2012 £,000	2011 £,000
FIXED ASSETS			
Tangible	8	142	99
CURRENT ASSETS			
Debtors	9	1,886	2,070
Cash at bank and in hand		557	323
		<u>2,443</u>	<u>2,393</u>
CREDITORS' amounts falling due within one year	11	(5,138)	(5,212)
NET CURRENT LIABILITIES		<u>(2,695)</u>	<u>(2,819)</u>
CREDITORS: amounts falling due after one year.	11	(38)	-
NET LIABILITIES		<u>(2,591)</u>	<u>(2,720)</u>
CAPITAL AND RESERVES			
Called up share capital	12	1	1
Profit and loss account	13	(2,592)	(2,721)
SHAREHOLDERS' DEFICIT	14	<u>(2,591)</u>	<u>(2,720)</u>

The financial statements were approved and authorised for issue by the board and signed on its behalf on 26 March 2013


S Dye
 Director

The notes on pages 7 to 14 form part of these financial statements

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 DECEMBER 2012

1 ACCOUNTING POLICIES

(a) Basis of preparation of financial statements

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

The balance sheet shows that liabilities exceed assets by £2,591,000 (2011 £2,720,000) RTC Group Plc has confirmed that it will maintain its financial support for the foreseeable future to enable the company to continue normal trading operations. On that basis, the directors consider it appropriate to prepare the financial statements on the going concern basis. The accounts do not include any adjustments that would result if this financial support was withdrawn.

(b) Turnover

The turnover shown in the profit and loss account represents amounts earned during the year, excluding value added tax. Turnover is recognised when services are provided.

(c) Cash flow

The company, being a subsidiary undertaking where 90% or more of the voting rights are controlled within the group whose consolidated financial statements are publicly available, is exempt from the requirement to draw up a cash flow statement in accordance with FRS 1.

(d) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	33.3 % per annum
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(e) Hire purchase agreements and finance leases

Assets obtained under hire purchase agreements and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease or hire purchase agreement are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payments is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding each period.

(f) Deferred taxation

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

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

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

Deferred tax assets and liabilities have not been discounted.

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 DECEMBER 2012

(g) Pensions

Contributions to money purchase pension schemes are charged to the profit and loss account as they become payable in accordance with the rules of the scheme

2 TURNOVER

Turnover is attributable to one class of business

All turnover arose within the United Kingdom

3 OPERATING LOSS

The operating loss is stated after charging

	2012	2011
	£,000	£,000
Depreciation of tangible fixed assets		
- owned by the company	55	30
Fees payable to the company's auditor for the audit of the company's annual accounts	6	6

The company has taken advantage of the exemption not to disclose amounts receivable by the company's auditor in respect of non-audit services as full details are disclosed in the financial statements of the parent company, RTC Group Plc

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 DECEMBER 2012

4 DIRECTORS' REMUNERATION

	2012 £,000	2011 £,000
Directors' emoluments	12	18
Company pension contributions to money purchase schemes	-	2
The number of directors accruing benefits under pension schemes were		
Money purchase schemes	-	1

5 STAFF COSTS

Staff costs, including directors' emoluments, were as follows

	2012 £,000	2011 £,000
Wages and salaries	604	469
Social security costs	59	42
Other pension costs	9	6
	672	517

The average monthly number of employees, including executive directors, during the year was

	Number	Number
Administrative staff	25	19

6 INTEREST PAYABLE

	2012 £,000	2011 £,000
Bank loans and overdrafts	118	94

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 DECEMBER 2012

7 TAXATION

Analysis of (credit) / charge in year	2012 £,000	2011 £,000
Current tax		
UK corporation tax charge on loss for the year	-	-
Adjustments in respect of prior periods	-	-
Total current tax	-	-
Deferred tax (see note 10)		
Origination or reversal of timing differences	(65)	(17)
Tax on loss on ordinary activities	(65)	(17)

Factors affecting the tax charge for the year

The tax assessed for the year is lower than the profit on ordinary activities multiplied by the standard rate of corporation tax in the UK of 23% (2011 25%) The differences are explained below

	2012 £,000	2011 £,000
Profit/(loss) on ordinary activities before tax	64	(328)
Profit/(loss) on ordinary activities multiplied by the standard rate of corporation tax of 23% (2011 25%)	15	(82)
Effects of:		
Depreciation in excess of capital allowances	(24)	8
Expenses not deductible for taxation purposes	-	24
Short term timing differences	-	50
Losses carried forward	(56)	-
Group relief	-	-
Current tax charge for the year (see note above)	(65)	-

Estimated losses available to offset against future taxable profits on continuing operations in the UK amount to £242,000 (2011 - £351,000)

The provision for deferred tax is calculated based on the tax rates enacted or substantially enacted at the balance sheet date. The Chancellor of the Exchequer has announced that the rate of corporation tax will be reduced each year until 2015 when it will remain at 20%. In accordance with relevant accounting standards, calculation of the deferred tax asset is based on a tax rate of 23%, being the rate which was enacted at the year-end date.

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 December 2012

8 TANGIBLE FIXED ASSETS

	Fixtures & Fittings	Total
	£,000	£,000
Cost		
At 1 January 2012	455	455
Additions	98	98
Disposals	-	-
At 30 December 2012	553	553
Depreciation		
At 1 January 2012	356	356
Charge for year	55	55
Disposals	-	-
At 30 December 2012	411	411
Net Book amount		
At 30 December 2012	142	142
At 31 December 2011	99	99

Included above are assets held under a finance lease. The cost of these assets was £54,231 (2011 £nil) and the depreciation charged was £4,171 (2011 £nil) giving a net book value at 30 December 2012 of £50,060

9 DEBTORS

	2012 £,000	2011 £,000
Due within one year		
Amounts due from group undertakings	1,676	1,942
Net deferred tax asset (see note 10)	122	57
Other debtors	88	71
	1,886	2,070

10 DEFERRED TAX ASSET

	2012 £,000	2010 £,000
At 1 January 2012	57	40
Created during the year	65	17
At 30 December 2012	122	57

The deferred tax asset is made up as follows:

Tax losses carried forward	56	-
Depreciation in excess of capital allowances	66	57

The deferred tax asset not recognised:

Losses	-	88
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ATA MANAGEMENT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 December 2012

11 CREDITORS

	2012 £,000	2011 £,000
Amounts falling due within one year		
Trade creditors	70	90
Amounts owed to group undertakings	4,927	5,013
Finance leases	6	-
Accruals and deferred income	96	63
Other tax and social security	39	46
	<u>5,138</u>	<u>5,212</u>

Finance lease and hire purchase creditors are secured on the assets concerned

Amounts falling due after one year

Finance leases	38	-
	<u>38</u>	<u>-</u>

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 December 2012

12 SHARE CAPITAL

	Authorised £	Allotted, called up and fully paid No	£
At 1 January 2012 and 30 December 2012 Ordinary shares of £1 each	1,000	1,000	1,000

13 RESERVES

	Profit and loss account £,000
At 1 January 2012	(2,721)
Profit for the year	129
At 30 December 2012	(2,592)

14 SHAREHOLDERS' DEFICIT

	2012 £,000	2011 £,000
Shareholders' deficit at 1 January 2012	(2,720)	(2,409)
Profit/(loss) for the year	129	(311)
Shareholders' deficit at 30 December 2012	(2,591)	(2,720)

15 TRANSACTIONS WITH RELATED PARTIES

As the company is a wholly owned subsidiary of a company producing consolidated financial statements that are publicly available, the company is exempt under FRS 8 from disclosing transactions with other wholly owned group companies. Ganymede Solutions Limited became a wholly owned subsidiary during the year. Up until this point management charges of £103,000 (2011 £114,000) were charged to Ganymede Solutions Limited. At 31 December 2011 the company was owed £1,217,000 by Ganymede Solutions Limited.

16 PENSION COSTS

The company operates a defined contribution pension scheme, the assets of which are held separately from those of the company in an independently administered fund.

Contributions made by the company to the scheme during the year amounted to £9,495 (2011 £4,397). At the year end there were no amounts outstanding in respect of the pension scheme (2011 £Nil).

ATA MANAGEMENT SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 December 2012

17 CONTINGENT LIABILITIES

The company has provided Lloyds TSB Bank Plc with an unlimited cross guarantee with fellow wholly owned subsidiaries of RTC Group Plc in respect of net overdraft facilities of £50,000 (2011 £50,000) available to these companies. At 30 December 2012 the company had a net contingent liability of £50,000 (2011 £50,000) in respect of this facility.

18 PARENT UNDERTAKINGS AND CONTROLLING PARTIES

The company is controlled by RTC Group Plc. The parent undertaking of the largest and smallest group for which consolidated financial statements are prepared is RTC Group Plc. Consolidated financial statements are available from RTC Group Plc, The Derby Conference Centre, London Road, Derby, DE24 8UX.

In the opinion of the directors this is the company's ultimate parent company.