

FORENSIC ARCHIVE LTD

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

WEDNESDAY



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29/08/2018
COMPANIES HOUSE

Registered office and headquarters:
Unit 29
Gravelly Industrial Park
Birmingham
West Midlands
B24 8HZ
England

Company Registration No. 05607780

FORENSIC ARCHIVE LTD
EXECUTIVE DIRECTOR'S STATEMENT

Over the last year, Forensic Archive has continued to provide, in a timely and efficient manner, a vital service to the UK criminal justice system, with more forces than ever setting up cold case projects. Many of the cases reviewed have been flagged as having further probative potential using modern forensic techniques and intelligence, and there have now been numerous successful prosecutions (of sexual assaults in particular) from 30 to 40 years ago. Indeed, to quote a customer of the archive 'the maintenance of the FSS archive is imperative to the continued pursuit of justice for victims who have been subjected to the most horrific crimes.....without the preservation of the files and material at the archive these cases would no doubt have remained undetected.' The archive staff have always strived to provide an excellent service and it is extremely gratifying to receive such feedback to underline how worthwhile their efforts are.

There has been some turbulence and uncertainty within the UK forensic market place over the last few years, resulting in FAL taking in the digital forensic archive of the now closed Forensic Telecommunications Service (FTS) this year. FTS went into sudden liquidation and there was an urgent need to securely store its extensive archive, and FAL was asked to assist, despite the 2016 Triennial Review stating that the Forensic Archive should remain closed to new material. We are now in the process of cataloguing the material and adding it to our permanent archive to be accessed as required. In addition, there was some uncertainty regarding the continued operation of one of the larger forensic science providers during the year (although this has now been resolved) and FAL is taking part in wider stakeholder discussions looking at contingencies should a significant FSP leave the market for whatever reason.

The last of the FSS old laboratory sites, at Huntingdon, was finally sold in January 2018. It took many years to complete the sale, with a buyer identified in 2012 and contracts exchanged in 2014 providing some insight to how convoluted, complicated and lengthy the planning process in England can be. FAL now only has one of the old FSS mothballed buildings on its books, with a relatively long lease remaining and we will be exploring whether there is any potential for a cost effective early exit during the coming year.

As always, I would like to thank the FAL staff for their hard work and support. They continue to provide an excellent and extremely timely service to UK criminal justice system and I'm confident will continue to do so going forward.

A D Fendley
Executive Director

FORENSIC ARCHIVE LTD DIRECTORS' REPORT

The directors submit their report and the financial statements for the year ended 31 March 2018.

PRINCIPAL ACTIVITIES

As detailed in the Strategic Report, the main focus of Forensic Archive Ltd (FAL) over the year to March 2018 has continued to be the maintenance of the archive of forensic material built up by the Forensic Science Service (FSS) and the provision of a service to the UK criminal justice system, ensuring appropriate access to the archive. In addition, work has continued on FSS wind-down activities, such as the disposal of mothballed estates.

RESULTS AND DIVIDENDS

During the year the continuing business of forensic archive recognised revenue of £933,000 (2017: £922,000) and an overall loss from continuing activities of £3,625,000 (2017: £3,264,000 loss). No dividends are planned or proposed (2017: £nil).

GOING CONCERN

The provision of an archive service is the main focus in addition to the continuing 'wind-down' activities. The directors are satisfied that the company has a reasonable expectation of receiving adequate funding for the foreseeable future to enable it to meet its liabilities as they fall due. The financial statements have therefore continued to be prepared on a going concern basis.

The main factors supporting this are:

- The Service Level Agreement in place between FAL and the Home Office for the provision of an archive service, which runs until 2022;
- The annual running costs and infrastructure of the archive are funded by the Home Office as set out the SLA;
- The Home Office has repeatedly and regularly confirmed its assurances to the board of directors that it will provide sufficient liquidation aid to meet the company's long term liabilities, including the full wind down costs. Funding is provided in tranches as required, although none was requested in the year to March 2018.

DIRECTORS

The following directors have held office during the year and up to the date of this report or until stated:

A B Macdonald	Non-Executive Chairman (Home Office)
A P Pratt	Non-Executive Director (Home Office)
C R I M Prince	Non-Executive Director (Home Office)
A D Fendley	Executive Director

QUALIFYING THIRD PARTY INDEMNITY PROVISION FOR DIRECTORS

The company maintains liability insurance for its directors and officers. This insurance was in place throughout the financial year and at the date of the financial statements.

SHARE CAPITAL

No further shares were issued during the year. The company's authorised share capital remains unchanged from an aggregate amount of £100,000,000.

TREASURY POLICY AND FINANCIAL RISK MANAGEMENT

Subject to the provisions included in the company's governance documents, the Board approves treasury policies; day to day operations are controlled by senior managers.

The company's financial instruments comprise loan stock, cash and liquid resources such as trade receivables and trade payments.

The Board regularly reviews liquidity risk and the status of going concern at meetings, acting appropriately within the zone of insolvency. Grant funding is available to support the wind down of the business and separate funding is also provided to cover the running costs of the archive.

The company is not exposed to price risk as it holds no listed investments and all share capital is held solely by the Shareholder (see note 25).

In respect of foreign currency transactional exposure, the company undertakes a limited number of foreign exchange transactions and risk is restricted to currency movements between invoice and payment dates.

DISABLED EMPLOYEES

Applications for employment by disabled persons are always fully considered bearing in mind the aptitudes of the applicant concerned. In the event of members of staff becoming disabled every effort is made to ensure that their employment with the company continues and that appropriate training is arranged as necessary. It is the company's policy that training, career development and promotion of disabled persons should, as far as possible, be identical to that of other employees.

FUTURE DEVELOPMENTS

The company has chosen in accordance with Companies Act 2006, s414C(11) to set out in the company's Strategic Report information required by Large and Medium-sized Companies and Groups (Accounts and Reports) Regulations 2008, Sch. 7 to be contained in the Directors' Report. It has done so in respect of future developments.

INDEPENDENT AUDITORS

PricewaterhouseCoopers LLP was re-appointed as auditors of the company at the Board meeting on the 22nd November 2017.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

The directors in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant audit information of which the auditors are unaware. Each director has confirmed that they have taken all steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the Board



A D Fendley
Director

21st August 2018

FAIR REVIEW OF THE BUSINESS

During the year to 31st March 2018, Forensic Archive Ltd (FAL) has continued to focus on the provision and maintenance of an archive service to the criminal justice system (CJS) pertaining to the records made and work undertaken by the Forensic Science Service (FSS) up until it ceased forensic operational activities in March 2012. In addition, due to the unexpected closure of a digital forensic provider, Forensic Telecommunications Services, FAL has also been assisting the CJS in securely storing the closed company's digital archive and are currently in the process of cataloguing it so it can be added to our existing archive.

The archive team continues to work efficiently, regularly exceeding the turn-around times set out in the SLA and assisting the numerous cold case projects that have sprung up in police forces throughout the country.

The sale of the old laboratory site at Huntingdon was finally completed in January 2018; the complexities of the planning system in addition to factors such as lack of local authority planning resource meant that the sale took years to conclude.

Priory House is the only remaining mothballed building on FAL's books, with a rent review completed this year. Discussions will be opened with the landlord during the coming year to see if there are any mutually agreeable grounds to allow FAL to exit the lease early.

FUTURE DEVELOPMENTS

As discussed above, attempts will be made to progress matters with the landlord of Priory House for early termination of the lease. FAL is obviously mindful it is a government owned company and, whilst it would be helpful to be free of the one remaining stranded lease, we will only proceed if the agreement is beneficial overall.

With the new SLA in place through to 2022, FAL will continue to maintain its archive of FSS and now FTS material and provide an excellent service to the criminal justice system. Given one of the larger forensic providers also went into administration this year (but was eventually bought), FAL is also involved in discussions with wider stakeholders regarding potential contingency plans should another provider leave the market.

KEY PERFORMANCE INDICATORS

The archive continues to be funded by the Home Office and as mentioned, there is a Service Level Agreement in place between the Home Office and the company setting out timeliness standards to which the archive is expected to work. All of these are consistently achieved or exceeded. Feedback from customers is also encouraged and recorded and used to drive improvements where required. Regular meetings are also held between the Home Office and Senior Management to review broader operational and financial indicators.

In addition, the Archive Working Group oversees wider issues pertaining to the archive and the criminal justice system, meeting when required. The group is led by the Home Office and includes representatives from other stakeholders and FAL.

PRINCIPAL RISKS AND UNCERTAINTIES

The Board has overall responsibility for the company's approach to assessing risks and systems of internal control including reviewing financial, operational and compliance controls and risk management procedures. The Board and business leadership team regularly review identified risks and the progress of mitigating actions taken, plus identify any emerging risks within the business.

As it continues to provide a service to the criminal justice service, quality remains of paramount importance to FAL and as such, a comprehensive, fit for purpose quality and audit programme is in place, examining all aspects of the business and it is also BSi accredited.

PRINCIPAL RISKS AND UNCERTAINTIES (continued)

The principal risks currently identified are:

- Loss of key individuals from the business;
- Risk that best value is not achieved in attempting to surrender mothballed estates;
- Reputational and/or scientific risks (potentially leading to litigation) relating to work previously undertaken by the FSS as no scientific staff have been retained.

On behalf of the Board



A D Fendley
Director

21st August 2018

FORENSIC ARCHIVE LTD
STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulation.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have prepared the financial statements in accordance with International Financial Reporting Standards (IFRSs) as adopted by the European Union. 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 the financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- state whether applicable IFRSs as adopted by the European Union have been followed, subject to any material departures disclosed and explained in the financial statements;
- make judgements and accounting estimates that are reasonable and prudent; 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 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.

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.

Report on the audit of the financial statements

Opinion

In our opinion, Forensic Archive Ltd's financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2018 and of its loss and cash flows for the year then ended;
- have been properly prepared in accordance with International Financial Reporting Standards (IFRSs) as adopted by the European Union; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

We have audited the financial statements, included within the Report and Financial Statements (the "Annual Report"), which comprise: the statement of financial position as at 31 March 2018; the income statement, the statement of comprehensive income, the statement of cash flows, the statement of changes in equity for the year then ended; and the notes to the financial statements, which include a description of the significant accounting policies.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities under ISAs (UK) are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We remained independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, which includes the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which ISAs (UK) require us to report to you when:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the company's ability to continue as a going concern.

Reporting on other information

The other information comprises all of the information in the Annual Report other than the financial statements and our auditors' report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except to the extent otherwise explicitly stated in this report, any form of assurance thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify an apparent material inconsistency or material misstatement, we are required to perform procedures to conclude whether there is a material misstatement of the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report based on these responsibilities.

With respect to the Strategic Report and Directors' Report, we also considered whether the disclosures required by the UK Companies Act 2006 have been included.

Based on the responsibilities described above and our work undertaken in the course of the audit, ISAs (UK) require us also to report certain opinions and matters as described below.

Strategic Report and Directors' Report

In our opinion, based on the work undertaken in the course of the audit, the information given in the Strategic Report and Directors' Report for the year ended 31 March 2018 is consistent with the financial statements and has been prepared in accordance with applicable legal requirements.

In light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we did not identify any material misstatements in the Strategic Report and Directors' Report.

Responsibilities for the financial statements and the audit

Responsibilities of the directors for the financial statements

As explained more fully in the Statement of Directors' Responsibilities set out on page 6, the directors are responsible for the preparation of the financial statements in accordance with the applicable framework and for being satisfied that they give a true and fair view. The directors are also responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of this report

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.

Other required reporting

Companies Act 2006 exception reporting

Under the Companies Act 2006 we are required to report to you if, in our opinion:

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

We have no exceptions to report arising from this responsibility.



Ian Wall (Senior Statutory Auditor)

for and on behalf of PricewaterhouseCoopers LLP
Chartered Accountants and Statutory Auditors
Birmingham

21 August 2018

FORENSIC ARCHIVE LTD
INCOME STATEMENT
Year-ended 31 March 2018

	Note	2018 £'000	2017 £'000
CONTINUING OPERATIONS			
REVENUE	5	933	922
Cost of sales		(680)	(1,210)
GROSS PROFIT/ (LOSS)		253	(288)
Administrative expenses		(929)	(1,631)
Other operating income		-	1
OPERATING LOSS		(676)	(1,918)
Finance income	9	-	2
Finance costs	10	(2,949)	(1,348)
LOSS BEFORE TAXATION		(3,625)	(3,264)
Income tax	11	-	-
LOSS FOR THE YEAR FROM CONTINUING OPERATIONS		(3,625)	(3,264)
Discontinued operations			
Profit for year from discontinued operations (attributable to owners of the parent)	23	1,558	1,323
LOSS FOR THE YEAR ATTRIBUTABLE TO OWNERS OF THE PARENT	19	(2,067)	(1,941)

FORENSIC ARCHIVE LTD
STATEMENT OF COMPREHENSIVE INCOME
Year ended 31 March 2018

	Note	2018 £'000	2017 £'000
LOSS FOR THE YEAR		(2,067)	(1,941)
OTHER COMPREHENSIVE INCOME, NET OF TAX			
Actuarial profit/ (loss) on defined benefit pension scheme	22	62,022	(76,601)
Deficit funding payments	22	1,750	1,750
Movement in reimbursement asset	22	(60,865)	76,817
Taxation on actuarial profit/ (loss)		-	-
OTHER COMPREHENSIVE INCOME		<u>2,907</u>	<u>1,966</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR ATTRIBUTABLE TO EQUITY HOLDER OF THE PARENT		<u>840</u>	<u>25</u>

FORENSIC ARCHIVE LTD
STATEMENT OF CHANGES IN EQUITY
Year ended 31 March 2018

	Share capital £'000	Accumulated losses £'000	Total equity £'000
BALANCE AT 1 APRIL 2016	98,000	(99,777)	(1,777)
COMPREHENSIVE (LOSS)/ INCOME			
Loss for the year	-	(1,941)	(1,941)
OTHER COMPREHENSIVE (LOSS)/ INCOME			
Actuarial loss on defined benefit pension scheme, net of tax	-	(76,601)	(76,601)
Deficit funding payments	-	1,750	1,750
Movement in reimbursement asset	-	76,817	76,817
TOTAL COMPREHENSIVE INCOME	-	25	25
BALANCE AT 31 MARCH 2017 AND 1 APRIL 2017	98,000	(99,752)	(1,752)
COMPREHENSIVE (LOSS) / INCOME			
Loss for the year	-	(2,067)	(2,067)
OTHER COMPREHENSIVE INCOME/ (LOSS)			
Actuarial gain on defined benefit pension scheme, net of tax	-	62,022	62,022
Deficit funding payments	-	1,750	1,750
Movement in reimbursement asset	-	(60,865)	(60,865)
TOTAL COMPREHENSIVE INCOME	-	840	840
BALANCE AT 31 MARCH 2018	98,000	(98,912)	(912)

FORENSIC ARCHIVE LTD
STATEMENT OF FINANCIAL POSITION
As at 31 March 2018

Company registration number: 05607780

	Note	2018 £'000	2017 £'000
NON-CURRENT ASSETS			
Property, plant and equipment	12	92	112
Investments	13	-	-
		<u>92</u>	<u>112</u>
CURRENT ASSETS			
Trade and other receivables	14	657	196
Current tax asset	14	-	14
Cash and cash equivalents	14	5,827	1,924
		<u>6,484</u>	<u>2,134</u>
Assets held for sale	23	-	2,663
TOTAL ASSETS		<u>6,576</u>	<u>4,909</u>
CURRENT LIABILITIES			
Trade and other payables	16	(1,845)	(823)
Obligations under finance leases	16	(66)	(60)
Deferred revenue	16	(290)	(252)
Provisions for liabilities	17	(414)	(404)
		<u>(2,615)</u>	<u>(1,539)</u>
NON-CURRENT LIABILITIES			
Obligations under finance leases	16	(826)	(893)
Provisions for liabilities	17	(4,047)	(4,229)
Retirement benefit obligations	22	-	-
		<u>(4,873)</u>	<u>(5,122)</u>
TOTAL LIABILITIES		<u>(7,488)</u>	<u>(6,661)</u>
NET LIABILITIES		<u>(912)</u>	<u>(1,752)</u>
EQUITY			
Share capital	18	98,000	98,000
Accumulated losses	19	(98,912)	(99,752)
TOTAL EQUITY		<u>(912)</u>	<u>(1,752)</u>

The financial statements on pages 9 to 36 were approved by the Board of directors and authorised for issue and are signed on its behalf by:


A D Fendley
DIRECTOR

21st August 2018

FORENSIC ARCHIVE LTD
STATEMENT OF CASH FLOWS
Year ended 31 March 2018

	Note	2018 £'000	2017 £'000
OPERATING ACTIVITIES			
Cash (used)/generated in operations	20	(360)	315
Interest received		-	2
Interest paid		(61)	(68)
Net cash flow (used in)/ generated from operating activities		(421)	249
INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment held for sale	23	4,385	-
Net cash generated from investing activities		4,385	-
FINANCING ACTIVITIES			
Repayment of capital element of finance leases		(61)	(55)
Net cash used in financing activities		(61)	(55)
MOVEMENT IN CASH AND CASH EQUIVALENTS			
Cash and cash equivalents at beginning of year		1,924	1,730
Cash and cash equivalents at end of year		5,827	1,924

1 AUTHORISATION OF FINANCIAL STATEMENTS AND STATEMENT OF COMPLIANCE WITH IFRSs

The financial statements for the year ended 31 March 2018 were authorised by the Board on 21st August 2018 and the Balance Sheet was signed on the Board's behalf by A D Fendley.

Forensic Archive Ltd is a limited liability company owned by the Home Office. The company is incorporated and domiciled in the United Kingdom. The registered address is Unit 29, Gravelly Industrial Park, Birmingham, West Midlands, B24 8HZ, England.

The principal accounting policies adopted by the Company are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

2 BASIS OF PREPARATION AND ACCOUNTING

These financial statements have been prepared in accordance with International Financial Reporting Standards as adopted by the European Union (IFRSs as adopted by the EU), IFRIC Interpretations and the Companies Act 2006 applicable to companies reporting under IFRS. The financial statements have been prepared under the historical cost convention.

The company's financial statements are presented in sterling and all values are rounded to the nearest thousand pounds except where otherwise indicated. The principal accounting policies adopted are set out below.

ADOPTION OF NEW AND REVISED STANDARDS

At the date of authorisation of these financial statements, The Group has not applied the following new and revised IFRSs that have been issued but are not yet effective and in some cases had not yet been adopted by the EU:

IFRS 9	<i>Financial Instruments</i>
IFRS 15	<i>Revenue from Contracts with Customers</i>
IAS 7 (amendments)	<i>Disclosure Initiative</i>
IAS 12	<i>Recognition of Deferred Tax Assets for Unrealised Losses</i>
IFRS 4 (amendments)	<i>Applying IFRS 9 Financial Instruments with IFRS 4 Insurance Contracts</i>
IFRS 16	<i>Leases</i>
IFRS 2	<i>Classification and measurement of share-based payments transactions</i>
Annual improvements to IFRSs: 2014 – 2016 cycle	<i>Amendments to: IFRS 1 First time adoption of IFRS, IFRS 12 Disclosure of interests in other entities, IAS 28 Investment in associates and joint ventures.</i>
Annual improvements to IFRSs: 2015 – 2017 cycle	<i>Amendments to: IFRS 3 Business combinations, IFRS 11 Joint arrangements, IAS 12 Income taxes, IAS 23 Borrowing costs.</i>

IFRS 9 Financial instruments will be effective for periods commencing on or after 1 January 2018. It contains requirements for the classification and measurement of financial assets and financial liabilities, impairment, hedge accounting, recognition and derecognition. This standard is not expected to have a material effect.

IFRS 15 is effective for the company for year ended 31 March 2019. It changes the basis of when revenue is recognised. The standard is not expected to have a material effect. The other changes are not expected to impact on the company.

2 BASIS OF PREPARATION AND ACCOUNTING (continued)

IFRS 16 Leases is effective for Forensic Archive Ltd in the year ended 31 March 2020. The new standard impacts lessee accounting, lessor accounting has not been impacted.

IFRS 16 replaces operating and finance leases for lessees with a new right-of-use asset and lease liability. A 'right-of-use' model replaces the 'risks and rewards' model. Lessees are required to recognise an asset and liability at the inception of a lease. All lease liabilities are to be measured with reference to an estimate of the lease term, which includes operational lease periods when an entity is reasonably certain to exercise an option to extend (or not to terminate) a lease.

Detailed reviews of leases will be performed, however based on initial consideration we have identified two lease commitments that may need to be recognised on the balance sheet.

3 ACCOUNTING POLICIES

GOING CONCERN

The company has made an operating loss for the year of £676,000 (2017: £1,918,000 loss). The company now has a deficit on the profit and loss reserve of £98,912,000 (2017: £99,752,000 deficit) and a net liability position of £912,000 (2017: £1,752,000). Cash and cash equivalents amount to £5,827,000 (2017: £1,924,000).

The directors have carried out a review of the company's ability to continue in operation for the foreseeable future. EU approval was obtained for the grant funding provided by the Home Office and the company has received the funding it has required to support wind down activities to date. The Home Office has been given regular updates as to both the use of these funds and future requirements. The Home Office has given assurances to the board of directors that further Liquidation Aid will be provided to ensure that the company has sufficient funds to meet these liabilities as and when required.

The directors are satisfied that the company has a reasonable expectation of continuing in operation and receiving adequate funding for the foreseeable future to enable liabilities to be met as they fall due. The financial statements can therefore continue to be prepared on a going concern basis. The principal factors supporting this view are:

- it is the intention that the completion of wind down activities over the next 12 months and beyond will be funded by Liquidation Aid as required;
- the forensic archive is now well established and the annual running costs for this and the necessary supporting infrastructure are funded separately by the Home Office. The commitment towards the archive from the Home Office has been reaffirmed this year with the issue of a new Service Level Agreement formalising this arrangement, which runs until 2022; and
- the company has an agreement with the Home Office such that they will fund the pension scheme deficit and have provided a guarantee for the pension scheme.

GOVERNMENT GRANTS

Government grants relating to maintaining working capital and offsetting trading losses whilst the company winds down its activities are recognised as income over the period necessary to match them with losses incurred. Government grants received for the purpose of funding wind down activities are recognised as income as costs are incurred.

Amounts not yet utilised are recognised within current liabilities as deferred income.

LEASING

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at their fair value or, if lower, at the present value of the minimum lease payments, each determined at the inception of the lease. The corresponding liability to the lessor is included in the Statement of Financial Position as a finance lease obligation.

3 ACCOUNTING POLICIES (Continued)

LEASING (continued)

Lease payments are apportioned between finance charges and a reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are charged directly against income.

Rentals payable under operating leases are charged to income on a straight line basis over the term of the relevant lease.

EXCEPTIONAL ITEMS

Material costs or gains which due to the nature of the events giving rise to them, require separate presentation on the face of the Income Statement or in a note to allow a better understanding of financial performance in the year in comparison to prior years, are disclosed separately.

OPERATING LOSS

Operating loss is the loss arising from the normal, recurring operations of the business and after charging material exceptional items as defined above.

RETIREMENT AND OTHER POST RETIREMENT BENEFITS

All members of the defined benefit schemes are contracted out of the earnings-related part of the State pension scheme.

The plans' assets of the defined benefit scheme are measured at fair value. Liabilities are measured on an actuarial basis using the projected unit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent currency and term.

Full actuarial valuations are carried out at intervals not normally exceeding three years as determined by the Trustees and are updated at each year end date. The resulting defined benefit asset or liability is presented separately on the face of the Statement of Financial Position. For defined benefit schemes, the amount charged to income and included as part of people costs is the estimated regular cost of providing the benefits accrued in the year, adjusted to reflect variations for that cost. Where an event occurs that significantly reduces the expected years of future service of present employees or eliminates for a significant number of employees the accrual of defined benefits for some or all of their future service, a curtailment is included as part of people costs. The interest cost and expected rate of return on assets are included within finance costs or finance income.

Actuarial gains and losses are recognised immediately in the Statement of Comprehensive Income. Any deferred tax movement associated with the actuarial gains and losses is also recognised in the Statement of Comprehensive Income. The company's contributions are charged to operating loss as part of people costs in the year to which the contributions relate. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the Statement of Financial Position.

The company's defined benefit scheme was closed to new entrants on 1 January 2010. As a result of this, once the defined benefit scheme starts to mature the company expects the costs of funding the scheme to increase over future years.

The Home Office has entered into an arrangement to fund the deficit on the pension scheme and provided a guarantee over this liability. This guarantee has been recognised as an asset with the movement in the asset being shown against the expense to which it relates.

The company has a contract based Group Personal Pension Plan which is available to new entrants (GPPP). Costs are recognised in the same way as those of the defined contribution scheme.

INCOME TAX AND DEFERRED TAX

The charge for current tax is based on the results for the year as adjusted for items that are disallowed. It is calculated using rates that have been enacted or substantively enacted at the reporting date.

Deferred tax is provided, using the liability method, on all temporary differences at the reporting date, between the tax bases of assets and liabilities and their carrying amounts for financial reporting purposes.

3 ACCOUNTING POLICIES (Continued)

INCOME TAX AND DEFERRED TAX (continued)

Deferred tax assets are recognised for all deductible temporary differences, carry-forward of unused tax assets and unused tax losses, to the extent that it is probable that taxable profit will be available against which the deductible temporary differences, carry-forward of unused tax assets, and unused tax losses can be utilised.

The carrying amount of deferred tax assets is reviewed at each reporting date and increased or reduced to the extent that sufficient taxable profit will be available to allow all or part of the deferred tax asset to be utilised.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply to the period when the tax asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at the reporting date. Deferred tax assets and liabilities are offset only where there is a legally enforceable right to offset current tax assets against current tax liabilities and when the deferred income taxes relate to the same fiscal authority.

PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment are stated in the Statement of Financial Position at historic cost less accumulated depreciation and any recognised impairment loss.

Depreciation is charged to the Income Statement so as to write off the cost of assets (other than freehold land which is not depreciated) less residual value over their useful economic lives, using the straight line method, on the following bases:

Land and buildings:	
Freehold land	Not depreciated
Freehold buildings	4 to 19 years
Plant, equipment and motor vehicles:	
Laboratory equipment	5 to 10 years

The gain or loss arising on the disposal or retirement of an asset is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the income statement.

NON-CURRENT ASSETS HELD FOR SALE

Non-current assets (and disposal groups) classified as held for sale are measured at the lower of carrying amount and fair value less costs to sell.

Non-current assets and disposal groups are classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when a sale is highly probable and the asset (or disposal group) is available for immediate sale in its present condition. Where the company has classified such items as held for sale, there is a clear commitment to the sale and it is expected to qualify for recognition as a complete sale within one year from the date of classification.

IMPAIRMENT OF TANGIBLE ASSETS

At the reporting date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where the asset does not generate cash flows that are independent of other assets, the company estimates the recoverable amount of the generating unit to which the asset belongs.

Recoverable amount is the higher of the fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised as an expense immediately.

If the recoverable amount of an asset is estimated to be higher than its impaired carrying amount, impairment is reversed to align with the recoverable amount, unless this is deemed to be lower than the depreciated historical cost. An impairment reversal is recognised as a gain in the Income Statement.

3 ACCOUNTING POLICIES (Continued)

CASH AND CASH EQUIVALENTS

Cash and cash equivalents comprise cash in hand and on demand deposits, and other short term highly liquid investments that are readily convertible to a known amount of cash.

DERECOGNITION OF FINANCIAL ASSETS

The company derecognises a financial asset only when the contractual rights to the cash flow expire, or it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity.

FINANCIAL LIABILITIES AND EQUITY

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

PROVISIONS

Provisions are recognised when the company has a present obligation as a result of a past event, and it is probable that the company will be required to settle that obligation. Provisions are measured as the directors' best estimate of the expenditure required to settle the obligation at the reporting date, where the effect is material.

4 USE OF ESTIMATES AND ASSUMPTIONS

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimates are revised if the revision only affects that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Material estimates and assumptions are made particularly with regard to impairment testing, parameters for measuring pension valuation, provisions, and the likelihood that tax assets can be realised.

5 REVENUE

The following table provides an analysis by geographical market:

	2018 £'000	2017 £'000
Continuing operations		
United Kingdom	933	922
	<u>933</u>	<u>922</u>

Revenue is analysed based on the location of the customer.

6 LOSS FOR THE YEAR

	2018 £'000	2017 £'000
Continuing		
Loss for the year has been arrived at after charging:		
Depreciation of property, plant and equipment	20	106
Normal operating lease rental costs	330	329
Redundancy costs	11	-
Staff costs (see note 8a)	470	478
Pension administration cost	12	209

Included in discontinued operations is £1,722,000 (2017: £Nil) for profit on disposal of held for sales assets.

7 AUDITORS' REMUNERATION

	2018 £'000	2017 £'000
The analysis of auditors' remuneration is as follows:		
Fees payable to the company's auditors for:		
- Audit of the company's annual financial statements	38	36
Total audit fees	38	36

8a PEOPLE COSTS AND DIRECTORS' EMOLUMENTS

	2018 Number	2017 Number
The average monthly number of employees (including directors) was:		
Management and support staff	12	12
	12	12

People costs including directors' emoluments (see note 8b)

	2018 £'000	2017 £'000
Wages and salaries	382	400
Social security costs	42	41
Other pension costs (see note 22)	46	37
	470	478

8b DIRECTORS' EMOLUMENTS

	2018 £'000	2017 £'000
Directors' emoluments	90	89
Money purchase pension contributions	9	9
Total	99	98

	2018 Number	2017 Number
The number of directors to whom relevant benefits are accruing under:		
Money purchase pension scheme	1	1
	1	1

Key management personnel

Key management have been determined as the Board of directors, which has responsibility for planning, directing and controlling the activities of the company. Emoluments for key management personnel are as stated above under directors' emoluments.

9 FINANCE INCOME

	2018 £'000	2017 £'000
Interest receivable:		
Short term bank deposits	-	2
Total finance income	-	2

10 FINANCE COSTS

	2018 £'000	2017 £'000
Interest on obligations under finance leases	61	68
Net pension finance cost (see note 22)	2,888	1,280
Total finance costs	2,949	1,348

11 INCOME TAX

The income tax payable for the year ended 31 March 2018 was £Nil (2017: £Nil).

	2018 £'000	2017 £'000
A reconciliation between tax expense and the product of accounting profit multiplied by the UK rate of Corporation Tax for the years ended 31 March 2018 and 31 March 2017 is as follows:		
Loss before taxation:		
Continuing operations	(3,625)	(3,264)
Discontinued operations	1,558	1,323
	<u>(2,067)</u>	<u>(1,941)</u>
At UK standard rate of corporation tax of 19% (2017: 20%)	(393)	(388)
Non-allowable expenses	3	3
Income not taxable	(337)	-
Deferred tax not recognised	698	(804)
Deferred tax – difference in closing tax rates	2,332	3,466
Deferred tax – difference in opening tax rates	(2,307)	(2,296)
Fixed asset differences	4	19
Tax charge in the Income Statement	<u>-</u>	<u>-</u>

The main rate of corporation tax reduced from 20% to 19% with effect from 1 April 2017. A further reduction from 19% to 17% with effect from 1 April 2020, was substantively enacted on 15 September 2017.

The company has unrecognised deferred tax assets of £19,758,000 (2017: £19,639,000), comprising £1,964,000 (2017: £1,960,000) relating to property, plant and equipment timing differences, £12,000 (2017: £10,000) relating to provisions timing differences and £17,782,000 (2017: £17,669,000) relating to tax losses that are available to offset against future taxable profits. These have not been recognised because the company does not expect to have sufficient taxable profits in the foreseeable future. The company is considering its ability to utilise these tax losses going forward.

FORENSIC ARCHIVE LTD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 March 2018

12 PROPERTY, PLANT AND EQUIPMENT

	Land and buildings £'000	Plant, equipment and motor vehicles £'000	Total £'000
Cost:			
At 1 April 2016	10,448	215	10,663
At 31 March 2017	10,448	215	10,663
At 31 March 2018	10,448	215	10,663
Accumulated depreciation and impairment:			
At 1 April 2016	10,288	157	10,445
Charged in the year	75	31	106
At 31 March 2017	10,363	188	10,551
Charged in the year	-	20	20
At 31 March 2018	10,363	208	10,571
Net book amount:			
At 31 March 2018	85	7	92
At 31 March 2017	85	27	112
At 31 March 2016	160	58	218

Depreciation rates are disclosed within note 3 on accounting policies. No depreciation is provided on freehold land which represents £85,000 (2017: £85,000) of the total cost of land and buildings. Of the depreciation charged in the year £20,000 (2017: £105,000) has been included within cost of sales on the Income Statement and £Nil (2017: £1,000) within administrative expenses.

At 31 March 2018 the company had entered into contractual commitments not provided for, relating to the acquisition of property, plant and equipment amounting to £Nil (2017: £Nil).

The net book amount of land and buildings comprises:

	2018 £'000	2017 £'000
Freehold	85	85
	<u>85</u>	<u>85</u>

13 INVESTMENTS

Investments in subsidiaries

2018
£'000

At 1 April and 31 March

Name	Registered Office	Class of holding	Proportion	Nature of business
Forensic Science Service Ltd	29 Gravelly Industrial Park, Birmingham, West Midlands, B24 8HZ	Ordinary	100%	Dormant
Forensic8 Limited	29 Gravelly Industrial Park, Birmingham, West Midlands, B24 8HZ	Ordinary	100%	Dormant
JKF Audio Visual & Photographic Services Ltd	29 Gravelly Industrial Park, Birmingham, West Midlands, B24 8HZ	Ordinary	100%	Dormant
Iforensic Limited	29 Gravelly Industrial Park, Birmingham, West Midlands, B24 8HZ	Ordinary	100%	Dormant

All shares in the above companies are held by Forensic Archive Ltd. All of the subsidiary companies were incorporated in the UK.

SUBSIDIARIES EXCLUDED FROM CONSOLIDATION

In accordance with Companies Act 2006 s402, the dormant subsidiary undertakings listed above are not consolidated as, in the opinion of the directors, the amounts involved are immaterial and would be of no value to the members. As at 31 March 2018 and 2017 these subsidiary companies had capital and reserves ranging from £1 to £3 and have not traded during the year.

14 OTHER FINANCIAL ASSETS

	2018 £'000	2017 £'000
Trade and other receivables:		
Amounts receivable for the sale of goods	441	-
	<u>441</u>	<u>-</u>
Other debtors	24	24
Prepayments and accrued income	192	172
	<u>216</u>	<u>196</u>
Total trade and other receivables	<u>657</u>	<u>196</u>
Other tax and social security receivable	<u>-</u>	<u>14</u>

In considering the recoverability of a trade receivable the company considers any change in the credit quality of the trade receivable from the date credit was initially granted up to the reporting date. All of the trade receivables are with the Home Office and thus may be regarded as low credit risk.

The ageing of past due but not impaired receivables amounted to £Nil (2017: £Nil).

Cash and cash equivalents:

	2018 £'000	2017 £'000
Bank balances and cash	5,827	1,924
Cash and cash equivalents	<u>5,827</u>	<u>1,924</u>

Cash and cash equivalents comprise cash and short term deposits with an original maturity of three months or less. Commercial deposits are held with leading UK clearing banks. Such deposits are not guaranteed under any Government scheme.

Bank balances earn interest at floating rates depending on daily bank deposit rates. Short term deposits are made for varying periods of between one week and three months depending on the immediate cash requirements of the company and earn interest at the respective short term deposit rates.

The carrying amount of these assets is approximately equal to their fair value therefore no financial assets have been impaired.

All financial assets, excluding prepayments and tax related balances, are classified as loans and receivables.

15 FINANCIAL RISK MANAGEMENT

Significant accounting policies

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised in respect of each class of financial asset, financial liability and equity investment are disclosed in note 3 to the financial statements.

Financial risk management objectives

The company manages its capital to ensure the company will be able to continue as a going concern. The capital structure of the company consists of debt, which includes the finance leases in note 16, cash and cash equivalents and equity attributable to equity holders of the parent, comprising issued capital and accumulated losses as disclosed in notes 18 and 19. The main purpose of these financial instruments is to manage the liquidity needs of the business operations. The company has various other financial instruments such as trade debtors and trade creditors, which arise directly from operations.

It is the company's policy that no speculative trading in financial instruments shall be undertaken. The company by dint of its memorandum and articles can only invest through its bankers on the money market.

Capital risk management

The company's objectives when managing capital are to safeguard the company's ability to continue as a going concern in order to support the Home Office objective of an orderly solvent wind down of the company's scientific activities, to provide an ongoing forensic archive service to the benefit of the Home Office and other key stakeholders and to minimise the cost of capital through maintaining an optimal capital structure.

In order to maintain or adjust the capital structure, the company may issue new shares to the Shareholder (the Home Office) or arrange further loan funding from the Shareholder.

The company obtains grant funding from the Home Office to support delivery of the above objectives, which has negated the requirement to change either the loan funding or shares issued during the financial year.

The main risks arising from the company's financial instruments are liquidity risk, credit risk, and interest rate risk.

Liquidity risk management

Ultimate responsibility for liquidity risk management rests with the Board of directors, which regularly reviews the status of going concern at each meeting, acting appropriately. The Board secures grant funding for the purposes of financing ongoing trading losses for so long as this is required and to fund the wind down of the business.

Credit risk management

The company has a robust approval and monitoring process in place for credit allocation to ensure a fair and equitable platform for customers to do business with. The level of credit granted is based on the customer's risk profile. Given the company's customer base, credit risk is generally low.

Foreign currency risk

The company previously undertook work overseas however during the current year all amounts have been invoiced in Sterling. Hence there is no exposure to foreign currency risk.

The carrying amounts of financial assets and liabilities recorded at amortised cost in the financial statements are approximately equal to their fair values.

16 OTHER FINANCIAL LIABILITIES

Current liabilities:

	2018 £'000	2017 £'000
Trade and other payables:		
Accruals	966	800
Other creditors	12	12
Other tax and social security	867	11
	<u>1,845</u>	<u>823</u>

	2018 £'000	2017 £'000
Deferred revenue	<u>290</u>	<u>252</u>

Deferred revenue relates to income billed in advance to the Home Office for future periods.

Obligations under finance leases:

	Minimum lease payments		Present value of lease payments	
	2018 £'000	2017 £'000	2018 £'000	2017 £'000
Within one year	121	121	66	60
In the second to fifth years inclusive	485	485	323	300
After five years	572	693	503	593
	<u>1,178</u>	<u>1,299</u>	<u>892</u>	<u>953</u>
Less: future finance charges	(286)	(346)		
Present value of lease obligations	<u>892</u>	<u>953</u>		
Less: amounts due for settlement within 12 months (shown under current liabilities)			(66)	(60)
Amounts due for settlement after 12 months			<u>826</u>	<u>893</u>

The property asset included under finance leases relates to a property lease with a lease term of 11 years. The lease is on a fixed repayment basis and no arrangements have been entered into for contingent rental payments. The full contractual liability has been shown above.

Maturity of financial liabilities:

The maturity of obligations under finance leases is shown above.

All financial liabilities, excluding deferred income and tax related balances, are included in other financial liabilities at amortised cost.

The table below analyses the financial liabilities into relevant maturity groupings based on the remaining period at the reporting date to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows, which are therefore not stated on the same basis as the amounts

FORENSIC ARCHIVE LTD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 March 2018

included on the Statement of Financial Position.

16 OTHER FINANCIAL LIABILITIES (Continued)

	Less than 1 year £'000	Between 1 and 2 years £'000	Between 2 and 5 years £'000	Over 5 years £'000
At 31 March 2018				
Finance lease liabilities	121	121	364	572
Trade and other payables	1,845	-	-	-
Provision	424	357	1,296	3,385

At 31 March 2017

Finance lease liabilities	121	121	364	693
Trade and other payables	824	-	-	-
Provision	414	357	1,296	3,742

17 PROVISIONS FOR LIABILITIES

	Reorganis- ation costs £'000	Property costs £'000	Total £'000
At 1 April 2017	57	4,576	4,633
Impact of discount rate and passage of time	-	164	164
Additional amounts provided	11	-	11
Utilised	-	(347)	(347)
At 31 March 2018	68	4,393	4,461
Due within 1 year	68	346	414
Due within second to fifth year inclusive	-	1,481	1,481
Due after five years	-	2,566	2,566
	68	4,393	4,461

The provision for reorganisation costs includes an amount provided for redundancy costs.

The provision for property related costs includes an onerous lease provision for one of the company's leased sites and a provision for dilapidations at another site. These are based on estimated costs over the remaining lease term discounted using the Government bond rate for the remaining term. The company expects that this provision will be utilised over the life of the leases.

FORENSIC ARCHIVE LTD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 March 2018

18. SHARE CAPITAL

	2018 £'000	2017 £'000
Authorised: 100,000,000 (2017: 100,000,000) ordinary shares of £1 each	<u>100,000</u>	<u>100,000</u>
Allotted, issued and fully paid: 98,000,001 (2017: 98,000,001) ordinary shares of £1 each	<u>98,000</u>	<u>98,000</u>

No shares were issued during the year.

The company has one class of ordinary share which carry no rights to fixed income.

19. ACCUMULATED LOSSES

	2018 £'000	2017 £'000
Balance 1 April	(99,752)	(99,777)
Loss for the year	(2,067)	(1,941)
Other comprehensive income	2,907	1,966
Balance at 31 March	<u>(98,912)</u>	<u>(99,752)</u>

FORENSIC ARCHIVE LTD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 March 2018

20 NOTES TO THE STATEMENT OF CASH FLOWS

	2018 £'000	2017 £'000
Continuing operations		
Loss before tax	(3,625)	(3,264)
Adjustments for:		
Net finance costs	2,949	1,346
Difference between current service cost and pension contributions	7	1
Pension administration costs	12	685
Depreciation of property, plant and equipment	20	106
Operating cash flows before movement in working capital	(637)	(1,126)
(Increase) / decrease in receivables	(447)	334
Increase in trade and other payables	1,060	107
Cash used in operations – continuing operations	(24)	(685)
	2018 £'000	2017 £'000
Discontinued operations		
Profit before tax	1,558	1,323
Adjustments for:		
Decrease in provisions	(172)	(323)
Profit on disposal of property, plant and equipment held for sale	(1,722)	-
Operating cash flows before movement in working capital	(336)	1,000
Cash (used in) / generated from operations – discontinued operations	(336)	1,000
Net cash (used in) / generated from operating activities	(360)	315

Cash and cash equivalents (which are presented as a single class of assets on the face of the Statement of Financial Position) comprise cash at bank and other short term highly liquid investments with a maturity of 3 months or less.

21 OPERATING LEASE ARRANGEMENTS

	2018 £'000	2017 £'000
The company as lessee:		
Operating lease payments recognised as an expense in the year	<u>330</u>	<u>329</u>

At the reporting date, the company has outstanding total commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2018 £'000	2017 £'000
Within one year	366	366
In the second to fifth year inclusive	1,162	1,390
After five years	655	794
	<u>2,183</u>	<u>2,550</u>

Operating lease payments represent rentals payable for certain properties. In relation to properties, these costs are the total amounts due for the full contractual period of the lease.

22 RETIREMENT BENEFIT SCHEMES

The company's employees belong to a defined benefit pension scheme, or a contract based Group Personal Pension Plan (GPPP).

Total pension cost for the year in operating loss

	2018 £'000	2017 £'000
Defined contribution pension scheme and GPPP	27	25
Defined benefit pension scheme	19	12
Total pension cost for the year	<u>46</u>	<u>37</u>

Defined benefit scheme

The company operates a defined benefit scheme in the UK, funded by the payment of contributions to a separate Trustee administered fund. The latest full actuarial valuation was carried out as at November 2017, using the projected unit method.

It is intended that the scheme will continue to operate in the long term and funding will be supported by the Home Office.

22 RETIREMENT BENEFIT SCHEMES (Continued)

For the IAS19 valuation, the major assumptions used by the actuary were:

	At 31 March 2018 %	At 31 March 2017 %
Rate of increase in salaries	3.1	3.2
Rate of increase in pensions in payment:		
on pensions in payment in excess of GMP* (pre April 2010)	3.1	3.0
on pensions in payment in excess of GMP* (post April 2010)	2.0	2.25
Discount rate	2.7	2.6
Inflation assumption	3.1	3.2

* Guaranteed Minimum Pension

Mortality assumptions

The specific mortality rates used for both the pre and post retirement liabilities in 2018 are consistent with those used in the prior year. These are based on SINA Light Tables published in 2003 using year of birth with an adjustment down of 1 year for males and 2 years for females. Future improvements are based on the medium cohort with a 1.5% minimum improvement per annum for males, 1.5% for females.

The weighted average life expectancy underlying the valuation were:

	Male 2018	Female 2018	Male 2017	Female 2017
Member age 61 (current life expectancy)	29.5	32.2	29.3	32.1
Members age 40 (life expectancy at age 61)	31.2	34.2	31.1	34.1

22 RETIREMENT BENEFIT SCHEMES (Continued)

The assets in the scheme and the expected rate of return were:

	Weighted average long-term rate of return expected at 31 March 2018 %	Fair value at 31 March 2018 £'000	Weighted average long-term rate of return expected at 31 March 2017 %	Fair value at 31 March 2017 £'000
Equities, property, commodities and hedge fund	2.7	133,366	2.6	133,895
Bonds	2.7	51,899	2.6	50,230
Cash and net current assets	2.7	487	2.6	125
Corporate bonds	2.7	35,926	2.6	27,739
Total market value of assets		221,678		211,989
Present value of scheme liabilities		(272,762)		(323,938)
Deficit in scheme		(51,084)		(111,949)
Home office guarantee		51,084		111,949
Net pension liability		-		-

The Home Office has provided a guarantee for the pension scheme liability and therefore the company has recognised a financial asset.

The overall expected return on assets assumption of 2.7% (2017: 2.6%) is a weighted average of the long term expectations for each asset class at the reporting date. The basis used to determine the expected rate of return for the major categories of scheme assets is as follows:

Equities: this is based on the expected return on government bonds plus an additional equity risk premium.

Government bonds: this is based on the yield for 15 year fixed interest medium coupon gilts at the reporting date.

Corporate bonds: the basis for assessing the expected return on corporate bonds is the yield on the iBoxx sterling non-gilts (all stocks) index at the reporting date.

Analysis of amount charged to operating loss:

	2018 £'000	2017 £'000
Current service cost	19	12
Total operating charge	19	12

22 RETIREMENT BENEFIT SCHEMES (Continued)

Analysis of amount charged to finance costs

	2018 £'000	2017 £'000
Expected return on pension scheme assets	5,484	6,716
Interest on pension scheme liabilities	(8,372)	(7,996)
Net cost	<u>(2,888)</u>	<u>(1,280)</u>

The actual return on scheme assets was £11,833,000 (2017: £31,565,000).

Analysis of amount recognised in Statement of Comprehensive Income

	2018 £'000	2017 £'000
Actual return less expected return on pension scheme assets	6,349	24,849
Actuarial gains and losses arising on scheme liabilities	55,673	(101,450)
Home office guarantee	(60,865)	76,817
Deficit funding payments	1,750	1,750
Actuarial gain recognised in Statement of Comprehensive Income	<u>2,907</u>	<u>1,966</u>

The cumulative amount of actuarial gains and losses recognised in the Statement of Comprehensive Income since adoption of IFRSs is the loss of £70,788,000 (2017: loss £73,695,000).

Movement in the (deficit)/surplus for the year:

	2018 £'000	2017 £'000
Deficit in scheme at start of the year	-	-
Movement in year:		
Current service cost	(19)	(12)
Contributions	12	11
Administration expenses	(12)	(685)
Other finance expenses	(2,888)	(1,280)
Actuarial gain / (loss)	62,022	(76,601)
Deficit funding payments	1,750	1,750
Home office guarantee	(60,865)	76,817
Deficit in scheme at end of the year	<u>-</u>	<u>-</u>

22 RETIREMENT BENEFIT SCHEMES (Continued)

Asset and liability reconciliation:

Reconciliation of assets

	2018 £'000	2017 £'000
Assets at start of the year	211,989	182,626
Expected return on assets	5,484	6,716
Actuarial gain	6,349	24,849
Employer contributions	12	11
Pension Protection Fund levy	-	(209)
Administration expenses paid	(12)	(476)
Benefits paid	(3,896)	(3,280)
Employee contributions	2	2
Deficit funding payments	1,750	1,750
Assets at end of the year	<u>221,678</u>	<u>211,989</u>

Reconciliation of liabilities

Liabilities at start of the year	323,938	217,758
Current service cost	19	12
Interest cost	8,372	7,996
Employee contributions	2	2
Actuarial (gain) / loss	(55,673)	101,450
Benefits paid	(3,896)	(3,280)
Liabilities at end of the year	<u>272,762</u>	<u>323,938</u>

Contributions

During the year the company contributed 21.4% (2017: 17%) of pensionable pay to the scheme. This is the rate agreed as part of the valuation of the scheme as at 30 November 2017. In addition, the Home Office has contributed £1,750,000 (2017: £1,750,000) towards recovery of the past service deficit.

History of experience gains and losses

	2018 £'000	2017 £'000	2016 £'000	2015 £'000	2014 £'000
Benefit obligation at end of year	(272,762)	(323,938)	(217,758)	(247,928)	(188,295)
Fair value of plan assets at end of year	221,678	211,989	182,626	187,620	168,610
Reimbursement asset	(51,084) 51,084	(111,949) 111,949	(35,132) 35,132	(60,308) 60,308	(19,685) 19,685
(Deficit)/surplus in scheme at end of the year	-	-	-	-	-

22 RETIREMENT BENEFIT SCHEMES (Continued)

	2018 £'000	2017 £'000	2016 £'000	2015 £'000	2014 £'000
Difference between the expected and actual return on scheme assets	6,349	24,849	(10,348)	13,774	655
Experience gains and losses on scheme liabilities	(55,673)	(101,450)	36,859	(53,110)	136

23 NON-CURRENT ASSETS HELD FOR SALE AND DISCONTINUED OPERATIONS

23(a) Assets held for sale

	2018 £'000	2017 £'000
Property, plant and equipment	-	2,663
Total	<u>-</u>	<u>2,663</u>

23(b) Discontinued income statement

	Note	2018 £'000	2017 £'000
OPERATING RESULT BEFORE EXCEPTIONAL ITEM		-	-
Exceptional item	23 (c)	1,558	1,323
OPERATING PROFIT		<u>1,558</u>	<u>1,323</u>
PROFIT BEFORE TAXATION		<u>1,558</u>	<u>1,323</u>
Income tax		-	-
PROFIT FOR THE YEAR FROM DISCONTINUED OPERATIONS		<u>1,558</u>	<u>1,323</u>

23(c) Discontinued exceptional items

	2018 £'000	2017 £'000
Profit on disposal of assets	1,722	-
Movements in onerous lease provisions	(164)	323
EU approved grant funding	-	1,000
	<u>1,558</u>	<u>1,323</u>

24 RELATED PARTY TRANSACTIONS

Forensic Archive Ltd is a wholly Government Owned Company, the Home Office being the Shareholder. The Home Office is regarded as a related party. The balance remaining on loans from the Home Office at the year-end was £Nil (2017: £Nil), following Home Office agreement to waive the loan at the 2012 year end. No new loans were issued in the year. Interest payable during the year was £Nil (2017: £Nil).

Amounts due from The Home Office at the year end was £433,000 (2017: £Nil) and interest receivable during the year was £Nil (2017: £Nil).

No ordinary share capital (2017: £Nil) was issued during the year.

25 ULTIMATE CONTROLLING PARTY AND PARENT

The Secretary of State for the Home Office controls the company. The Government Legal Department holds all of the issued share capital of the company on behalf of the Home Office.