Registered number: 2997274

Sewell Facilities Management Limited Annual report and financial statements for the year ended 31 December 2014





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## Strategic report for the year ended 31 December 2014

The directors present their strategic report on the company for the year ended 31 December 2014.

#### Review of the business

2014 has again been a successful year for the company with continued year on year growth.

In particular, the business continued to strengthen its education portfolio with the addition of nine new cleaning and caretaking contracts at schools in Hull and York.

#### **Future Developments**

During the first part of 2015, the company has continued to develop opportunities beyond its traditional markets in the Hull area.

#### Principal risks and uncertainties

The Sewell group's principal risk and uncertainties are managed on a group basis. Details are disclosed in the financial statements of Sewell Ventures Limited.

#### **Key performance indicators (KPI's)**

The size and the nature of the business means that directors do not feel that the disclosure of additional KPI's is necessary to understand the performance of the business and development of the Company. The KPI's used by the directors are turnover and gross and operating margins.

This report was approved by the board and signed on its behalf.

P E Sewell

Director

Date 20 July 2015

## Directors' report for the year ended 31 December 2014

The directors present their report and the audited financial statements of the company for the year ended 31 December 2014.

#### **Principal activities**

The company's principal activity during the year was the management and maintenance of facilities.

#### Results and dividends

The profit for the financial year amounted to £429,605 (2013: £426,013).

No dividends were paid in the year (2013: £Nil). No final dividends are proposed (2013: £Nil).

#### Financial risk management

The Sewell group's financing and financial risk management activities are managed on a group basis. Details of the risk management activities are disclosed in the financial statements of Sewell Ventures Limited.

#### **Directors**

The directors who held office during the year and to the date of this report are given below:

P E Sewell

S J Davison

M J Stead

#### Statement of directors' responsibilities

The directors are responsible for preparing the Strategic report, 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 prepared 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 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

# Directors' report for the year ended 31 December 2014 (continued)

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.

#### Provision of information to auditors

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

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

#### Independent auditors

Under section 487(2) of the Companies Act 2006, PricewaterhouseCoopers LLP will be deemed to have been reappointed as auditors 28 days after these financial statements were sent to members or 28 days after the latest date prescribed for filing the financial statements with the registrar, whichever is earlier.

This report was approved by the board and signed on its behalf.

E-Sewell Director

Date: 20 July 2015

# Independent auditors' report to the members of Sewell Facilities Management Limited

### Report on the financial statements

#### Our opinion

In our opinion, Sewell Facilities Management Limited's financial statements (the "financial statements"):

- give a true and fair view of the state of the company's affairs as at 31 December 2014 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice: and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### What we have audited

The financial statements comprise:

- the Balance sheet as at 31 December 2014;
- · the Profit and loss account for the year then ended; and
- the notes to the financial statements, which include a summary of significant accounting policies and other explanatory information.

The financial reporting framework that has been applied in the preparation of the financial statements is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In applying the financial reporting framework, the directors have made a number of subjective judgements, for example in respect of significant accounting estimates. In making such estimates, they have made assumptions and considered future events.

## Opinion on other matter prescribed by the Companies Act 2006

In our opinion, the information given in the Strategic Report and the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

## Other matters on which we are required to report by exception

#### Adequacy of accounting records and information and explanations received

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, 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.

We have no exceptions to report arising from this responsibility.

#### **Directors' remuneration**

Under the Companies Act 2006 we are required to report to you if, in our opinion, certain disclosures of directors' remuneration specified by law are not made. We have no exceptions to report arising from this responsibility.

## Responsibilities for the financial statements and the audit

#### Our responsibilities and those of the directors

As explained more fully in the Statement of directors' responsibilities set out on page 2 & 3, 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) ("ISAs (UK & 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.

#### What an audit of financial statements involves

We conducted our audit in accordance with ISAs (UK & Ireland). 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.

We primarily focus our work in these areas by assessing the directors' judgements against available evidence, forming our own judgements, and evaluating the disclosures in the financial statements.

We test and examine information, using sampling and other auditing techniques, to the extent we consider necessary to provide a reasonable basis for us to draw conclusions. We obtain audit evidence through testing the effectiveness of controls, substantive procedures or a combination of both.

In addition, we read all the financial and non-financial information in the Annual Report and financial statements to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Peter Adams (Senior Statutory Auditor)

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

Hull

uly 2015لى

## Profit and loss account for the year ended 31 December 2014

	Note	2014 £	2013 £
Turnover	1, 2	4,137,101	3,581,575
Cost of sales		(2,515,619)	(2,114,036)
Gross profit		1,621,482	1,467,539
Administrative expenses		(1,045,895)	(933,989)
Operating profit	3	575,587	533,550
Interest receivable and similar income	7	3,695	4,073
Profit on ordinary activities before taxation		579,282	537,623
Tax on profit on ordinary activities	8	(149,677)	(111,610)
Profit for the financial year	15	429,605	426,013

All amounts relate to continuing operations.

There is no material difference between the profit on ordinary activities before taxation and the profit for the financial year stated above and their historical costs equivalents.

There were no recognised gains and losses for 2014 or 2013 other than those included in the Profit and loss account above, and therefore no separate statement of total recognised gains and losses has been presented.

The notes on pages 8 to 15 form part of these financial statements.

## Balance sheet as at 31 December 2014

	Note	2014 £	2014 £	2013 £	2013 £
Fixed assets					
Tangible assets	9	•	92,335		87,267
Current assets					
Debtors	10	2,978,352		2,570,546	
Cash at bank and in hand		2,348,653	·	1,701,564	
		5,327,005		4,272,110	
Creditors: amounts falling due within one year	11	(2,195,074)		(1,492,841)	
Net current assets			3,131,931		2,779,269
Total assets less current liabilities			3,224,266		2,866,536
Creditors: amounts falling due after one year	12		-		(75,770)
Provisions for liabilities					
Deferred tax	13		(3,895)		-
Net assets			3,220,371	•	2,790,766
Capital and reserves					
Called up share capital	14		100		100
Profit and loss account	15		3,220,271		2,790,666
Total shareholders' funds	16		3,220,371		2,790,766

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

P E Sewell

Date: 20 July 2015

The notes on pages 8 to 15 form part of these financial statements.

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# Notes to the financial statements for the year ended 31 December 2014

## 1. Accounting policies

#### 1.1 Basis of preparation of financial statements

The financial statements are prepared on a going concern basis, under the historical cost convention 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, are set out below.

#### 1.2 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.

#### 1.3 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

#### 1.4 Tangible fixed assets and depreciation

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

Plant & machinery

3-5 years

#### 1.5 Operating leases

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

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

#### 1.6 Deferred taxation

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

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

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

Deferred tax assets and liabilities are not discounted.

#### 1.7 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

# Notes to the financial statements for the year ended 31 December 2014 (continued)

### 2 Turnover

The turnover is wholly attributable to the management and maintenance of facilities within the United Kingdom.

### 3 Operating profit

The operating profit is stated after charging:

	2014 £	2013 £
Depreciation of tangible fixed assets:		
- owned by the company	26,877	21,830
Operating lease rentals:		
- vehicles	78,950	52,549

### 4 Auditors' remuneration

	2014 £	2013 £
Fees payable to the company's auditor and its associates for the audit		
for the company's annual financial statements	6,000	6,000

#### 5 Staff costs

Staff costs, including directors' remuneration, were as follows:

	2014 £	2013 £
Wages and salaries	1,418,479	1,154,411
Social security costs	142,440	115,492
Other pension costs	22,891	14,269
	1,583,810	1,284,172

# Notes to the financial statements for the year ended 31 December 2014 (continued)

## 5 Staff costs (continued)

The average monthly number of employees during the year was as follows:

	2014 No.	2013 No.
Management and administration	20	16
Site staff	70	52
	90	68

## 6 Directors' remuneration

	2014 £	2013
Emoluments	246,334	159,805
Company pension contributions to defined contribution pension schemes	9,757	9,566

During the year retirement benefits were accruing to 1 director (2013: 1) in respect of defined contribution pension schemes.

#### 7 Interest receivable

	2014 £	2013
Interest receivable	3,695	4,073

## 8 Taxation

Analysis of tax charge in the year	2014 £	2013 £
Current tax (see note below)		
UK corporation tax charge on profit for the year	87,432	102,056
Adjustments in respect of prior periods	27,664	28,409
Total current tax	115,096	130,465

# Notes to the financial statements for the year ended 31 December 2014 (continued)

## 8 Taxation (continued)

	2014 £	2013 £
Deferred tax		
Origination and reversal of timing differences	37,163	(23,602)
Adjustment in respect of previous periods	-	(106)
Changes in tax rates	(2,582)	4,853
Total deferred tax (see note 13)	34,581	(18,855)
Tax on profit on ordinary activities	149,677	111,610

#### Factors affecting tax charge for the year

The tax assessed for the year is higher than (2013 - lower than) the standard rate of corporation tax in the UK of 21.49% (2013 - 23.25%). The differences are explained below:

	2014 £	2013 £
Profit on ordinary activities before taxation	579,282	537,623
Profit on ordinary activities multiplied by standard rate of corporation tax in the UK of 21.49% (2013: 23.25%)	124,506	124,997
Effects of:		
Expenses not deductible for tax purposes	89	-
Depreciation in excess of capital allowances	(4,493)	569
Adjustments in respect of prior periods	27,664	28,409
Movement in short term timing differences	(32,670)	23,015
Group relief	-	(46,525)
Current tax charge for the year (see note above)	115,096	130,465

#### Factors that may affect future tax charges

From 1 April 2013, the UK corporation tax rate was reduced to 23% following substantive enactment on 20 March 2013. The rate was reduced to 21%, effective from 1 April 2014, following substantive enactment on 2 July 2013. Further reductions to the UK corporation tax rate were announced in the March 2013 budget. The changes, which were substantively enacted on 2 July 2013, will reduce the rate to 20% by April 2015. The relevant deferred tax balances have therefore been remeasured.

# Notes to the financial statements for the year ended 31 December 2014 (continued)

## 9 Tangible fixed assets

	Plant and machinery £
Cost	
1 January 2014	160,278
Additions	31,945
31 December 2014	192,223
Depreciation	
1 January 2014	73,011
Charge for the year	26,877
31 December 2014	99,888
Net book amount	
31 December 2014	92,335
31 December 2013	87,267

### 10 Debtors

	2014 £	2013 £
Trade debtors	956,829	143,023
Amounts owed by group undertakings	1,985,074	2,156,977
Prepayments and accrued income	36,449	38,262
Amounts recoverable on long term contracts	-	201,598
Deferred tax asset (see note 13)	-	30,686
	2,978,352	2,570,546

Amounts owed by group undertakings are interest free and repayable on demand.

# Notes to the financial statements for the year ended 31 December 2014 (continued)

## 11 Creditors – amounts falling due within one year

	2014 £	2013 £
Trade creditors	68,493	106,182
Corporation tax	84,436	92,711
Other taxation and social security	79,515	25,157
Other creditors	1,749,372	991,315
Accruals and deferred income	213,258	277,476
	2,195,074	1,492,841

## 12 Creditors – amounts falling due after one year

	2014 £	2013 £
Accruals and deferred income	-	75,770

### 13 Deferred taxation

	2014	2013
	£	£
At beginning of year	30,686	11,831
Credit during year	(34,581)	18,855
At end of year	(3,895)	30,686
he deferred taxation balance is made up as follows	2014 £	2013 £
Accelerated capital allowances	3,895	(286)
Short term timing differences	-	(30,400)

# Notes to the financial statements for the year ended 31 December 2014 (continued)

## 14 Called up share capital

	2014 £	2013 £
Allotted, called up and fully paid		
100 (2013: 100) ordinary shares of £1 each	100	100

### 15 Profit and loss account

	Profit and loss account £	
At 1 January 2014	2,790,666	
Profit for the financial year	429,605	
At 31 December 2014	3,220,271	

### 16 Reconciliation of movements in shareholders' funds

	2014 £	2013 £
Opening shareholders' funds	2,790,766	2,364,753
Profit for the financial year	429,605	426,013
Closing shareholders' funds	3,220,371	2,790,766

## 17 Operating lease commitments

At 31 December 2014 the company had annual commitments under non-cancellable operating leases as follows:

Vehicle leases		2014 £	2013 £
Within 1 year	•	10,137	946
Between 2 and 5 years		64,654	35,784
After more than 5 years			

# Notes to the financial statements for the year ended 31 December 2014 (continued)

## 18 Related party transactions

The company has taken advantage of the exemptions provided by FRS 8, 'Related party disclosures' on the grounds that it is a wholly owned subsidiary of a group headed by Sewell Ventures Limited.

Transactions between the company and joint ventures of Sewell Ventures Limited were as follows:

	2014 £	2013 . £
Hull Citycare Limited – facilities management services – turnover	2,105,625	1,843,761
Sewell Education (York) Limited – facilities management services – turnover	625,633	642,331
Sewell Commercial Safety Limited – consultancy services – purchase amount	-	945

### 19 Ultimate parent undertaking and controlling party.

The immediate parent undertaking is Sewell Group Limited.

The ultimate parent undertaking is Sewell Ventures Limited, a company registered in England and Wales. Sewell Ventures Limited is wholly owned by P E Sewell.

Copies of the consolidated financial statements of Sewell Ventures Limited can be obtained from Geneva Way, Leads Road, Hull, HU7 0DG.