


# ANNUAL REPORT



Financial year ending 31 December 2018





Stilo develops software tools and cloud services that help organisations create and process structured content in XML format, so that it can be more easily stored, managed, reused, translated and published to multiple print and digital channels.

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# CHAIRMAN'S STATEMENT

Total sales revenues for the period decreased significantly, principally due to an expected reduction in OmniMark-related revenues from one major customer. However, it was encouraging that our Migrate revenues held up well, as new customer wins compensated for the expiry of a major contract. We were also successful in making some initial breakthroughs with sales of AuthorBridge to new customers.

Given our size, we continue to incur significant financial overheads associated with being a public listed company, but notwithstanding this we were able to generate a post-tax profit for the period of £177,000.

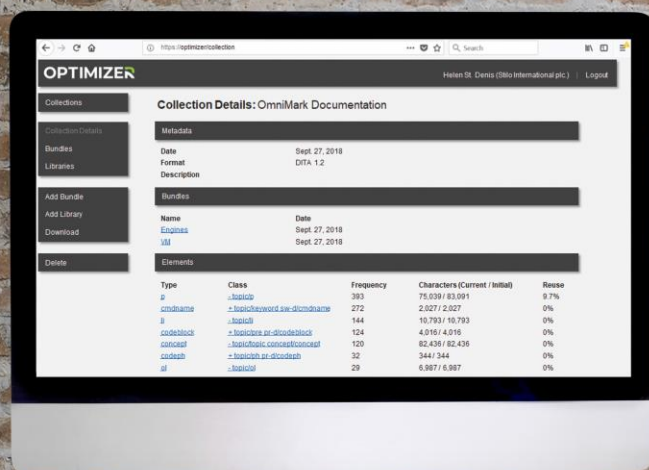
The Company continues to invest in the development of leading technologies for the structured content market and in so doing build long-term value for shareholders. As we look forward to growing future sales, supported by healthy cash reserves and a strong balance sheet, I am pleased to announce the payment of an increased final dividend of 0.06 pence per share, providing a total dividend for the year of 0.12 pence.

**David Ashman**  
Chairman

13 March 2019

## OPTIMIZER

Initiated the development of **Optimizer** to help customers improve content consistency and maximise content reuse



The screenshot shows the Optimizer web application interface. The main content area displays 'Collection Details: OmniMark Documentation'. It includes a 'Metadata' section with fields for Date (Sept. 27, 2018), Format (DATA 1.2), and Description. Below this is a 'Bundles' table with columns for Name, Date, Engines, and VM. The 'Elements' table lists various content items with columns for Type, Class, Frequency, Characters (Current / Initial), and Reuse. The interface also features a sidebar with navigation options like Collections, Bundles, Libraries, Add Bundle, Add Library, Download, and Delete.

Type	Class	Frequency	Characters (Current / Initial)	Reuse
a	..backb	393	75,039 / 83,091	9.7%
..cndname	..backb	272	2,027 / 2,027	0%
a	..backb	144	10,793 / 10,793	0%
..codeblock	..backb	124	4,016 / 4,016	0%
..concept	..backb	120	82,436 / 82,436	0%
..codeash	..backb	32	344 / 344	0%
..codeash	..backb	29	6,987 / 6,987	0%

## FINANCIAL HIGHLIGHTS 2018

- Sales revenues of **£1,487,000** (2017: £1,894,000)
- Profit after tax of **£177,000** (2017: £313,000)
- Reduction in operating costs, net of capitalised development costs, to **£1,358,000** (2017: £1,591,000), primarily due to favourable currency exchange rates
- Investment in total product development of **£583,000** (2017: £656,000) of which **£213,000** capitalised (2017: £213,000)
- Cash of **£1,271,000** as at 31 December 2018 (2017: £1,621,000), with reduction largely due to continued investment in development projects and dividend payments to shareholders
- Final dividend proposed of 0.06 pence per Ordinary Share, providing a total dividend of 0.12 pence for the year (2017: total 0.10 pence)

## BUSINESS HIGHLIGHTS 2018

- Total sales revenues for the period decreased significantly, principally due to an expected reduction in **OmniMark-related** revenues from one major customer
- **Migrate** revenues held up well given the expiry of a significant contract from earlier years. Customers during the period included **Edwards Lifesciences, Visa, Viewpoint, ARRIS, Synopsys, Deltek, Varian** and **TIBCO**
- **AuthorBridge** beginning to get traction with new customers including **Kaplan Professional, Intel** and **Coriolis**
- Initiated the development of **OptimizeR** – a new tool to help customers deduplicate their DITA content, improve content consistency and maximise the opportunity for content reuse

## BUSINESS OVERVIEW

Stilo develops software tools and cloud services that help organisations create and process structured content in XML format, so that it can be more easily stored, managed, reused, translated and published to multiple print and digital channels.

Over recent years, many organisations have adopted industry specific XML standards eg Publishing (DocBook), Aerospace & Defence (S1000D), Finance (XBRL), Life Sciences (SPL), Scientific and Scholarly Publishing (JATS), Software and High Tech (DITA). Stilo made the decision some years ago to focus new product development and marketing efforts on the emerging DITA standard. This standard originated within IBM to support the publishing of its technical documentation and has been increasingly adopted by other software and high tech companies. DITA is now beginning to make inroads into additional market sectors including Manufacturing, Life Sciences and Publishing.

In early 2018 we undertook some exploratory development and marketing efforts for the JATS market but these were put on hold mid-year in order to focus resources on the major release of AuthorBridge v3 for the DITA market.

In the medium term, given limited resources, we will look to diversify beyond the DITA market through potential partnering opportunities and the incremental development of AuthorBridge, Migrate and OptimizerR.

We continue to build upon our strong reputation for excellent products and supporting technical expertise, resulting from many years of experience in the structured content marketplace. With offices in the UK and Canada, we support clients throughout North America, Europe and Japan.

## PRODUCTS AND CUSTOMERS

### OmniMark

Stilo's core technology is OmniMark, a long-established development platform used to build high-performance content processing applications integral to enterprise publishing solutions.

Users include Pratt and Whitney, Airbus Defence & Space, Clarivate Analytics and Wolters Kluwer.

Sales for the year included orders from the European Parliament, Japan Patent Office, Qantas and Gulfstream.

### Migrate

Migrate is the world's first cloud XML content conversion service and utilises OmniMark technology. Through advanced levels of automation, it enables organisations to improve turnaround times, reduce operating costs and take direct control of their work schedules, providing an attractive alternative to traditional outsourced conversion services. Using Migrate, we have helped our customers convert over one million pages of content to the DITA standard.

Migrate sales for the period include orders from Edwards Lifesciences, Visa, Viewpoint, ARRIS, Synopsys, Deltek, Varian and TIBCO.



## OptimizerR

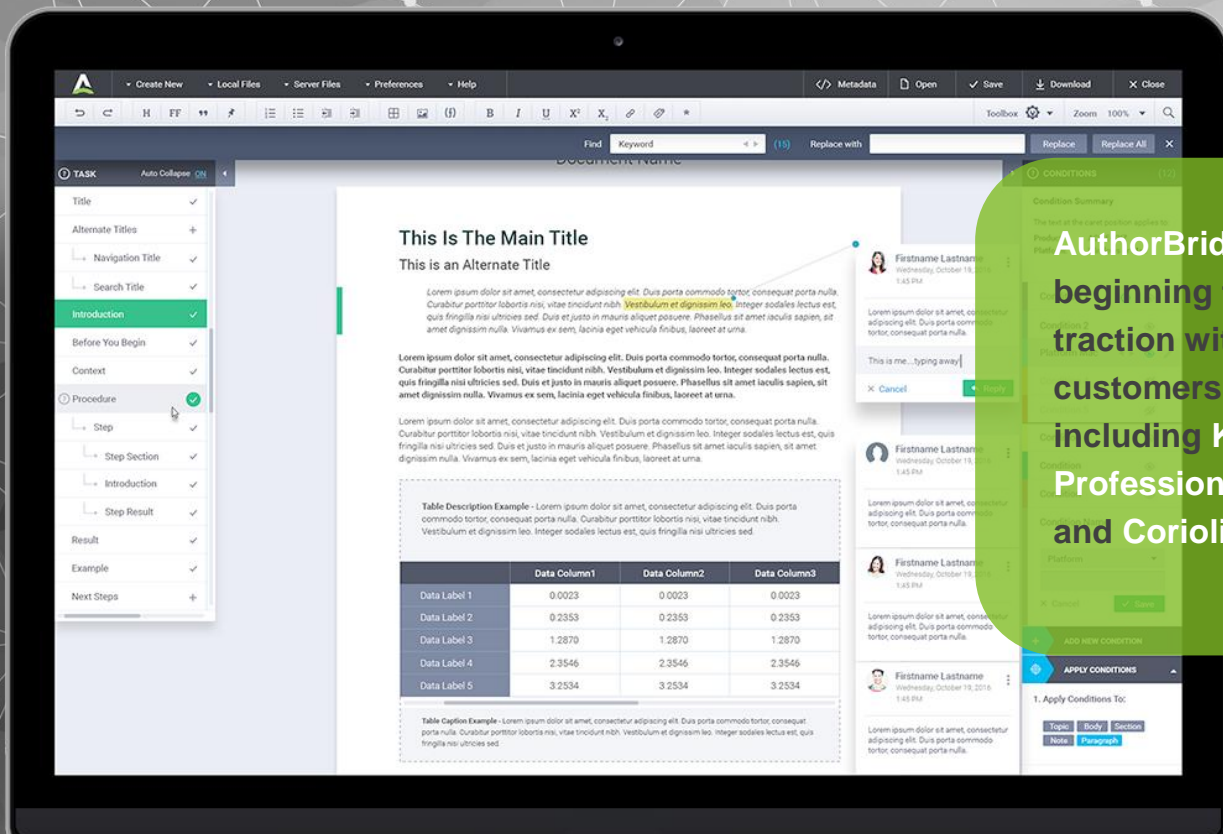
Complementing Migrate, OptimizerR is a tool that we are developing to help automate the de-duplication of DITA content, improve content consistency and help maximise the opportunity for content reuse. This can be particularly important in highly regulated or hazardous environments.

In 2018 the tool was in the research phase with all expenses recognised in the profit or loss. Initial customer testing is due to start in the coming months and we expect to make OptimizerR generally available to customers mid-year 2019.

## AuthorBridge

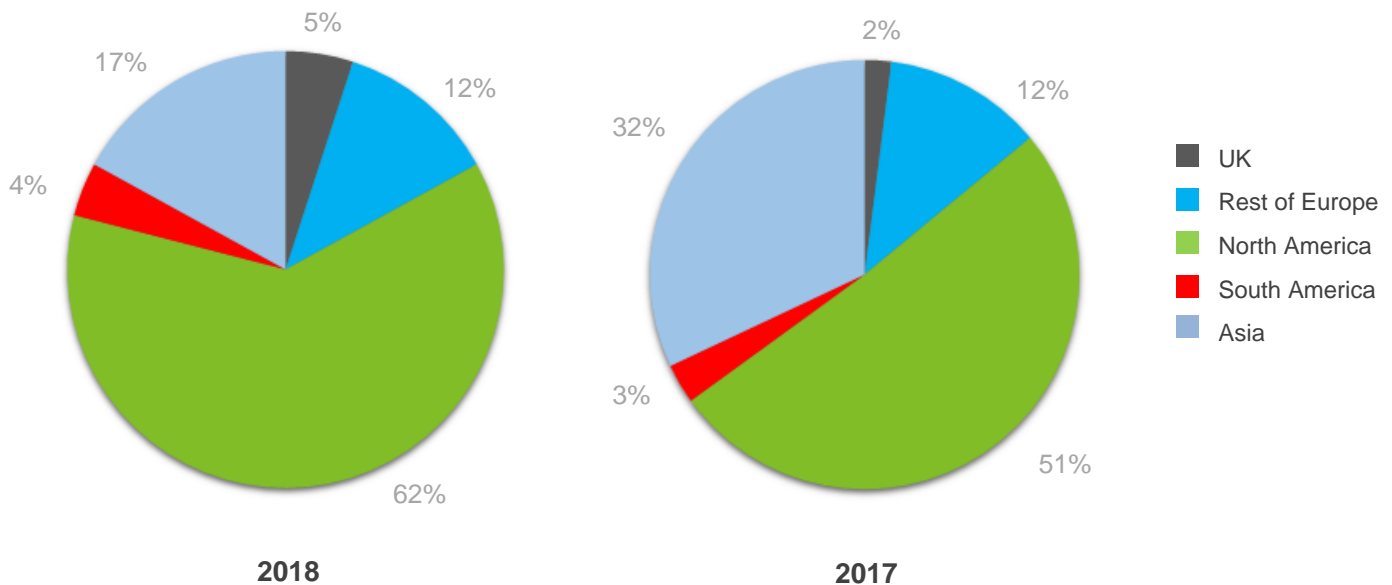
AuthorBridge is a web-based XML authoring tool, designed for occasional content contributors who have no knowledge of XML or its complexities. It is currently targeted at large enterprises which are looking to extend the use of DITA across different business units and potentially support hundreds of users.

The development of AuthorBridge has been a major effort over several years, culminating in the release of AuthorBridge v3 in early 2019. This release helps position AuthorBridge at the forefront of web-based DITA editing tools, albeit there are further developments that we still need to undertake to round it off. Its initial deployment in production at IBM, following extensive co-operation and testing by the central IBM Information Developer Tools team, serves as a good foundation upon which we can build future sales. Other early stage customers include the Nuclear Regulatory Commission, Intel, Kaplan Professional and Coriolis.



## SALES ANALYSIS BY GEOGRAPHIC REGION

Our customers typically comprise large organisations, and are spread globally. Geographic sales revenues were derived as follows:



North America continues to represent a significant proportion of sales revenues as adoption of the DITA standard has been primarily led by corporations with their headquarters based in the USA. It is anticipated that adoption of the DITA standard will spread internationally over the coming years.

## TECHNICAL EXPERTISE

Our technical team includes leading experts in the development of XML content processing technologies and along with our support services, are very highly regarded by customers.

There is a high level of synergy between our products which results in very efficient integrated development and support activities.

## OPERATIONS

Stilo operates from offices located in Swindon, UK and Ottawa, Canada. The technical team is based in our Ottawa office.

As at 31 December 2018, there were 18 permanent employees in the Group, complemented by the use of contractors. It is not anticipated that we will be growing headcount significantly, as we look to contain our costs and scale the business through technology sales.



## FINANCIAL RESULTS AND KEY PERFORMANCE INDICATORS

The results for the year ended 31 December 2018 have been prepared in accordance with the recognition and measurement principles of International Financial Reporting Standards as adopted by the European Union.

In 2018, the results for Stilo show a decrease in EBITDA to £148,000 (2017: £315,000). Post tax profits were £177,000 (2017: £313,000).

Total sales revenues for the year decreased to £1,487,000 (2017: £1,894,000), principally due to an expected reduction in OmniMark-related revenues from one major customer.

The Group continued to benefit from recurring revenue from software maintenance contracts of £816,000 (2017: £930,000) which represents 55% (2017: 49%) of annual sales revenue.

The Group continues to maintain careful control over operating costs. Operating expenses, excluding capitalised development costs, were reduced to £1,358,000 (2017: £1,591,000). This decrease has been driven by a fall in staff costs and favourable currency exchange rates in the current year.

Investment in research and development continued in 2018, with total expenditure for the year of £583,000 (2017: £656,000). As a result of this investment, Stilo continues to benefit from research and development tax credits. Of this expenditure, £213,000 (2017: £213,000) relating to the development of AuthorBridge has been capitalised, and the total accumulated capitalised costs will be depreciated over a 10 year period, commencing in 2019.

There was a cash balance of £1,271,000 as at 31 December 2018 (31 December 2017: £1,621,000), with the reduction being largely due to continued investment in development projects and dividend payments to shareholders. Stilo remains entirely un-gearred. This Statement of Financial Position stability provides a sound financial base for the Group and will support continued investment in product development, sales and marketing. Costs will continue to be carefully managed in order to maintain cash reserves at a satisfactory level.

Total trade receivables were £224,000 (2017: £126,000), equating to 55 days (2017: 24 days). Overdue amounts are closely monitored.

The directors monitor the performance of the Group based on the above key performance indicators.

### DIVIDENDS


The Board recommends the payment of a final dividend for the year of 0.06 pence per Ordinary Share which, if approved by the shareholders at the AGM on 23 May 2019, will be paid on 30 May 2019 to shareholders on the register on the Record Date of 23 April 2019. The shares will be marked ex-dividend on 18 April 2019. If approved, payment of the final dividend will bring the total dividends paid to shareholders for the year to 0.12 pence per Ordinary Share.

The Board's policy is to maintain payment of a steady and progressive dividend, well covered and paid subject to maintaining sufficient funds within the business with regard to prudent forecasts of future capital requirements, without the need for debt funding.

## OUTLOOK

The long-awaited release of AuthorBridge v3 in 2019 provides for a best-in-class, web authoring tool for the DITA market. However, the DITA market has well-established competitors, and it will likely take some time to build significant new revenue streams with customers and technology partners.

In the short term, growth will be primarily driven by sales of Migrate and OptimizeR solutions to new customers and we will be stepping up our sales, marketing and development efforts accordingly. 2019 is going to be a challenging year for the Company, with potential demand, as always, difficult to predict at the current time.



**Migrate revenues held up well. Customers in 2018 included Edwards Lifesciences, Visa, Viewpoint, ARRIS, Synopsys, Deltek, Varian and TIBCO**

## PRINCIPAL RISKS AND UNCERTAINTIES

Financial risk management and exposure are considered further in note 21. The Board is responsible for developing a comprehensive risk framework and a system of internal controls. The Board has identified the following as the principal risks and uncertainties the Group faces.

PRINCIPAL ACTIVITY	PRINCIPAL RISK	IMPACT	CONTROL(S)
External Risk	Market Conditions	The Group may fail to attract new customers, consequently sales revenue may decrease	Close working relations are maintained with both the Group's partners and customers in order to monitor market and technology changes. The Directors continually monitor other markets and products that are complementary to the Group's business model and dynamics which can be added to the Group's sales portfolio. Economic and interest rate changes are also monitored in relation to the impact they will have on the market conditions for the Group.
External Risk	Product risk	Technological obsolescence	The Group continues to innovate with releases of new products and the frequent updating of existing products. We endeavour to work closely with customers in our product development efforts, to help ensure their relevance and acceptability in our target markets.
Financial Risk	Receivables and credit risk	Adverse consequences could include reduced revenue	The principal credit risk arises from trade receivables. Credit risks are reviewed for customers based upon payment history and references. Credit risks are reviewed regularly in conjunction with debt ageing and collection history. The directors regard the scale and spread of customers as being a safeguard against the potential adverse effect of default.
Financial Risk	Currency exposure	Negative impacts of exchange rate fluctuations	The Group deals in several currencies and maintains bank accounts in each of those currencies. The Group monitors foreign currency rates and currency exposure regularly. Foreign currency hedging instruments are also considered.
Financial Risk	Adequate financial and business controls	Error or fraud, leading to a loss in reputation, business partners and customers.	The Company exercises financial and business control through qualified and experienced financial personnel, budgeting and cash flow forecasting, amongst other measures.

### Exit from the European Union

The UK referendum vote in June 2016 to leave the European Union has added to the risks and uncertainties faced by the company. However, it is considered that the direct impact of these uncertainties on the company is limited in the short-term. Many details of the implementation process continue to remain unclear. Extricating from the European Union treaties is a task of immense complexity, but the company is well-positioned to manage the possible market impacts. There are also potential tax consequences of the withdrawal and these will continue to be reassessed (at each reporting date) to ensure the tax provisions reflect the most likely outcome following the withdrawal.

### Signed on behalf of the Board

**Liam O'Donoghue, Director**

13 March 2019



The directors present their report together with the audited accounts of the Group and the Company for the year ended 31 December 2018.

## RESULTS AND DIVIDENDS

The Group profit for the year after taxation was £177,000 (2017: £313,000). During the year an interim dividend of £68,000 (0.06 pence per Ordinary Share) was declared and paid (2017: interim dividend £57,000). A final dividend for the year of £68,000 (0.06 pence per Ordinary Share) has been proposed by the directors for approval at the AGM (2017: £57,000). The directors consider that the going concern basis is still appropriate, supported by the continued profitability of the Group and the financial statements are prepared on the going concern basis. Further information is given in note 1 on page 30.

## FUTURE DEVELOPMENTS

The business outlook is considered in the Chairman's Statement on page 2 and Strategic Report on pages 4 to 9.

## DIRECTORS AND THEIR INTERESTS

The directors who served during the year and their beneficial interests in the share capital of the Company are shown in the Remuneration Report on pages 12 to 13, and under Directors and Officers on page 14.

## SUBSTANTIAL SHAREHOLDINGS

At 12 March 2019 the Company had been notified of the following shareholding, other than Directors, who are interested directly or indirectly in three per cent or more of the issued share capital of the Company.

	Number of ordinary shares held	Percentage of issued ordinary share capital
Brewin Dolphin Limited	19,278,650	16.92%
HSDL Nominees Limited	6,100,000	5.36%
Mossland Limited	4,100,000	3.60%
Mr S J Buswell	4,084,416	3.59%
Mr R G Millington	3,475,000	3.05%

## 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 Group and Company financial statements for each financial year. The directors are required by the AIM rules of the London Stock Exchange to prepare group financial statements in accordance with International Financial Reporting Standards ('IFRS') as adopted by the European Union ('EU') and have elected under company law to prepare the Company financial statements in accordance with IFRS as adopted by the EU.

The financial statements are required by law and IFRS adopted by the EU to present fairly the financial position of the Group and the Company and the financial performance of the Group. The Companies Act 2006 provides in relation to such financial statements that references in the relevant part of that Act to financial statements giving a true and fair view are references to their achieving a fair presentation.

Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Company and of the profit or loss of the Group for that period.

In preparing each of the Group and Company 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 they have been prepared in accordance with IFRSs adopted by the EU;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group and the Company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Group's and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors are responsible for the maintenance and integrity of the corporate and financial information included on the Stilo International plc website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## RESEARCH AND DEVELOPMENT

Research and development expenditure for the year, excluding costs capitalised which amounted to £213,000 (2017: £213,000), was £370,000 (2017: £443,000). Further information relating to research and development is contained in the Chairman's Statement on page 2 and Strategic Report on pages 4 to 9.

## FINANCIAL INSTRUMENTS

The Group's exposure to risks on financial instruments is described in note 21.

## STRATEGIC REPORT

The company has chosen in accordance with Companies Act 2006, s. 414C(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 risk management policies and objectives.

## QUALIFYING THIRD PARTY INDEMNITY PROVISIONS

The Group has made qualifying third party indemnity provisions for the benefit of its directors during the year. These provisions remain in force at the reporting date.

## EMPLOYEES

The Group is an equal opportunity employer and makes every effort to ensure disabled people are not discriminated against on the grounds of their disabilities. In the event of staff becoming disabled, every effort is made to ensure that employment continues and that appropriate training is arranged. Employees are kept informed regarding the Group's affairs and are consulted on a regular basis through quarterly staff meetings.

## ENVIRONMENT

The activities of the Group do not pose environmental hazards. The Group monitors energy consumption and co-operates with relevant authorities to ensure that all statutory environmental requirements are complied with.

## STATEMENT AS TO DISCLOSURE OF INFORMATION TO THE AUDITOR

The directors who were 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 auditor is unaware. Each of the directors have confirmed that they have taken all of the 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 auditor is aware of that information.

## AUDITOR

RSM UK Audit LLP has indicated its willingness to continue in office.

## Approved by the directors and signed on behalf of the Board

**Liam O'Donoghue, Director**  
13 March 2019

## REMUNERATION COMMITTEE REPORT

### Dear shareholder

As the Chairman of Stilo's Remuneration Committee, I present my first Remuneration Committee Report for the year ended 31 December 2018, which has been prepared by the Committee and approved by the Board.

The Remuneration Committee is responsible for determining the remuneration policy for the Company's Executive Director and for overseeing the Company's long-term incentive plans.

The Committee will continue to monitor market trends and developments in order to assess those relevant for the Group's future remuneration policy.

## REMUNERATION POLICY

The Remuneration Committee determines the Company's policy on the structure of the remuneration of the Executive Director and if required, the remuneration of the senior management. The objectives of this policy are to:

- Reward the Executive Director and senior management in a manner that ensures that they are properly incentivised and motivated to perform in the best interests of shareholders.
- Provide a level of remuneration required to attract and motivate high-calibre Executive Directors and senior management of appropriate calibre.
- Encourage value creation through consistent and transparent alignment of incentive arrangements with the agreed company strategy over the long term.
- Ensure the total remuneration package awarded to the Executive Director, comprising both performance-related and non-performance-related remuneration, is designed to motivate the individual, align interests with shareholders and comply with corporate governance best practice.

## REMUNERATION COMMITTEE MEMBERSHIP

The Remuneration Committee is comprised of the Non-Executive Directors.

## POLICY STATEMENT

Remuneration policy is set by the Non-Executive Directors. Remuneration levels are set by reference to individual performance, experience and market conditions with a view to providing a package which is appropriate for the responsibilities involved.

## SERVICE CONTRACTS

There are no contracts of service under which any Executive Director of the Company is employed by the Company or any of its subsidiaries other than contracts expiring or determinable by the employing company within one year and without payment of predetermined compensation which exceeds more than one year's salary, benefits in kind and pension.

Directors' remuneration is set out in note 3.



## DIRECTORS' INTERESTS

The interests of the Directors at 31 December 2018 in the shares of the Company were as follows:

	31 December 2018 Number of Ordinary shares	1 January 2018 Number of Ordinary shares
<b>Executive</b>		
L Burnham	5,000,000	5,000,000
<b>Non-executive</b>		
D Ashman	14,187,000	13,712,000
L O'Donoghue	-	-

## SHARE OPTION SCHEME

At 31 December 2018 the following share options were held by directors:

	At 1 January 2018 and 31 December 2018	Exercise price	Date from which exercisable	Expiry date
L Burnham	6,600,000	3.75p	15 September 2017	14 September 2025

The market price of the Company's shares at the end of the financial year was 3.00p and the range of the market prices during the year ended 31 December 2018 was between 2.5p and 5.63p.

## NON-EXECUTIVE DIRECTORS

The remuneration of the Non-Executive Directors is considered by the Executive Director. The Non-Executive Directors do not have a contract of service, but the current term of appointment is for an initial period of twelve months and continues thereafter on three months' notice.

**Liam O'Donoghue, Director**  
13 March 2019

# DIRECTORS AND OFFICERS

A brief biography of the Group's Directors and Officers is set out below:

## **DAVID ASHMAN – NON-EXECUTIVE DIRECTOR AND CHAIRMAN**

David held various accounting positions at Unilever, Reed International, Letraset, Borg Textiles and Marley before joining Bowater Paper Group where he became Finance Director. It was there that he was a key member of the management team which carried out an MBO from Bowaters, subsequently floating the company on the London Stock Exchange and accepting a bid two years later valuing the Company at £300 million.

## **LESLIE BURNHAM – DIRECTOR AND CHIEF EXECUTIVE OFFICER**

Following an initial spell in corporate planning at Mobil Oil, Les has spent his entire career in the IT industry, holding a variety of sales and executive management positions at ICL, Prime Computer and Research Machines. At Research Machines he was responsible for achieving rapid sales growth from £11million to £40+ million over a four year period.

Experienced in venture capital backed technology ventures, he has successfully developed business on an international basis, particularly in North America and Europe, and founded his own company re-publishing and marketing software applications. Having joined Stilo in 1999 as Sales and Marketing Director, the company's fourth employee, he went on to become CEO and manage Stilo's IPO the following year, subsequently leading the company's acquisition and growth strategy. Les holds a Joint Honours Degree in Mathematics/Operational Research obtained from Leeds University and attended the Cranfield School of Management.

## **LIAM O'DONOGHUE – NON-EXECUTIVE DIRECTOR AND COMPANY SECRETARY**

Liam qualified as a lawyer with leading Irish Corporate law firm William Fry and also spent a number of years in the corporate finance department of Seymour Pierce in London where he advised on a wide range of corporate transactions. Liam is a founder member and director of ONE Advisory Group, which provides corporate advisory and administration services to listed companies.

# ADVISERS AND OTHER COMPANY INFORMATION

## **REGISTERED OFFICE**

Regus House  
Windmill Hill Business Park  
Whitehill Way  
Swindon SN5 6QR

## **REGISTERED NUMBER**

03893693

## **PRINCIPAL BANKERS**

National Westminster Bank plc  
207 Richmond Road  
Cardiff CF2 3XT

## **INDEPENDENT AUDITOR**

RSM UK Audit LLP  
5<sup>th</sup> Floor, Central Square  
29 Wellington Street  
Leeds LS1 4DL

## **NOMINATED ADVISER**

SPARK Advisory Partners Limited  
5 St John's Lane  
London EC1M 9BH

## **BROKER**

SI Capital Limited  
46 Bridge Street  
Godalming GU7 1HL

## **REGISTRAR**

Link Asset Services  
The Registry  
34 Beckenham road  
Beckenham BR3 4TU

## **SOLICITORS**

Burges Salmon  
1 Glass Wharf  
Bristol BS2 0ZX

## CHAIRMAN'S REPORT ON CORPORATE GOVERNANCE

As Chairman of the Board of Directors of Stilo International plc, it is my responsibility to ensure that Stilo has both sound corporate governance and an effective Board. As Chairman of Stilo my responsibilities include leading the Board effectively, overseeing the Company's corporate governance model, communicating with shareholders, and ensuring that good information flows freely between the Executive and Non-Executives Directors in a timely manner.

It is the Board's job to ensure that Stilo is managed for the long-term benefit of all shareholders, with effective and efficient decision-making. Corporate governance is an important part of that role, reducing risk and adding value to our business.

The Directors of Stilo recognise the value of good corporate governance in every part of its business. Stilo is required to adopt a recognised corporate governance code and disclose how it complies with that code, and to the extent the Company departs from the corporate governance provisions outlined by that code, it must explain its reasons for doing so. The Directors have resolved to adopt the Quoted Companies Alliance Corporate Governance Code (QCA Code), which we believe is the most appropriate for a company the size and stage of development of Stilo.

The Board will provide annual updates on our compliance with the QCA Code and note that there have been no changes to the Company's key corporate governance arrangements over the past year. A detailed explanatory report on how we have applied the QCA Code guidance, and disclosures of any areas of non-compliance, can be found on our website: [www.stilo.com](http://www.stilo.com).

The Board considers that the Group complies with the QCA Code so far as it is practicable having regard to the size, nature and current stage of development of the Company. The Board understands that the application of the QCA Code supports the Group's medium to long-term success whilst simultaneously managing risks and provides an underlying framework of commitment and transparent communications with stakeholders.

## STRATEGY AND BUSINESS MODEL

Stilo creates exceptional tools to help organisations implement structured content solutions using XML. A description of the Company's business model can be found in our Business Overview on page 4. The Company's strategy is explained in detail in our Strategic Report on pages 4 to 9.

## RISK MANAGEMENT

The Board recognises the need for an effective and well-defined risk management process, and it oversees and regularly reviews the current risk management and internal control mechanisms. The Company's key risks can be found under Principal Risks and Uncertainties on page 9.

The Board has overall responsibility for identifying, monitoring and reviewing the Company's risks, and assessing the systems of external control for effectiveness. The Executive Director reports on any new or changed risks, and any changes in risk management/control to the Board. The Board discusses all business matters having regard to the risk for the Group and to the extent that risks inherent in a particular activity are considered significant, appropriate action is taken and steps taken to mitigate the issue.

The Board considers that in light of the control environment described above, an internal audit function is not considered necessary or practical due to the size of the Company and the day to day control exercised by the Executive Director. However, the Board will monitor the need for an internal audit function. The Board has established appropriate reporting and control mechanisms to ensure the effectiveness of its control systems. The Board regularly reviews the mechanisms of internal control it has implemented, assessing for effectiveness.



## THE BOARD

The Board, as a whole, is responsible for the overall management of the Group and for its strategic direction, including approval of the Group's strategy, its annual business plans and budgets, the interim and full year financial statements and reports, any dividend proposals, the accounting policies, major capital projects, any investments or disposals, its succession plans and the monitoring of financial performance against budget and forecast and the formulation of the Group's risk appetite including the identification, assessment and monitoring of Stilo's principal risks.

The Board is responsible for setting strategy, performance and for the stewardship of the Group, within the framework of effective controls which enable risk to be assessed and managed. Importance is placed on maintaining a robust control environment.

The Board aims to meet 6 times a year and a calendar of meetings and principal matters to be discussed is agreed at the beginning of each year. In order to be efficient, the Directors meet formally and informally both in person and by telephone. Board document authors are made aware of proposed deadlines, allowing board papers to be collated, compiled into a Board Pack, and circulated with sufficient time prior to each meeting, thus allowing time for full consideration and necessary clarifications before the meeting. Management supply the Board with appropriate and timely information and the Directors are free to seek any further information they consider necessary. In 2018 there were 6 Board meetings, all of which were attended by all Directors.

At the date of this report, the Board consists of one Executive Director, Leslie Burnham, the CEO of the Company, and two Non-Executive Directors, David Ashman and Liam O'Donoghue, who bring a breadth of experience and knowledge to the Company. The current Board members are listed, and their biographies shown on page 14. The Company believes that the current balance of expertise in the Board as a whole reflects a very broad range of personal, commercial and professional skills, and notes the range of financial and managerial skills. The Non-Executive Directors maintain ongoing communications with the Executive Director between formal Board meetings.

Liam O'Donoghue is considered to be an independent Non-Executive Director. David Ashman, as a substantial shareholder, is not considered to be independent. Notwithstanding, David Ashman at all times exercises independent judgement and acts in the best interest of all independent shareholders. The Non-Executive Directors are each expected to dedicate such time as is necessary in order to fulfil their role. The Executive Director works full time for the Company.

Liam O'Donoghue also acts as the Company Secretary and is responsible for ensuring that Board procedures are followed and that the Company complies with all applicable rules, regulations and obligations governing its operation, as well as helping the Chairman maintain good standards of corporate governance.

In addition to their general Board responsibilities, Non-Executive Directors are encouraged to be involved in specific workshops or meetings, in line with their individual areas of expertise. The Board is kept abreast of developments of governance and AIM regulations. ONE Advisory provides updates on governance issues, and the Company's NOMAD provides annual Board AIM Rules refresher training as well as the initial training as part of a new director's on-boarding.

The Board shall review annually the appropriateness and opportunity for continuing professional development, whether formal or informal.

All directors are subject to re-election every three years and, on appointment, at the first Annual General Meeting (AGM) after appointment.

## AUDIT COMMITTEE

The Audit Committee comprises David Ashman (Chair) and Liam O'Donoghue. The Committee meets with the auditors on a formal basis twice a year and whenever it is considered appropriate. During 2018, the Committee met twice with both Directors present at both meetings.

## REMUNERATION COMMITTEE

The Remuneration Committee comprises David Ashman (Chair) and Liam O'Donoghue. During 2018, the Committee met once with both Directors present at the meeting.

## ADVISERS

The Directors have access to the Company's NOMAD, lawyers and auditors as and when required and are able to obtain advice from other external bodies when necessary. All Directors have access to advice from the Company Secretary and independent professionals at the Company's expense. Further details of the Company's advisers can be found on page 14.

## BOARD EVALUATION

The Directors consider that the Company and Board are not yet of a sufficient size for a full Board evaluation to make commercial and practical sense. In the frequent Board meetings/calls, the Directors can discuss any areas where they feel a change would benefit the Company, and the Company Secretary remains on hand to provide impartial advice. As the Company grows, it expects to expand the Board and with the Board expansion, re-consider the need for Board evaluation.

## CULTURE

The Board recognises that its decisions regarding strategy and risk will impact the corporate culture of the Company as a whole and that this will impact the performance of the Company. The Board is aware that the tone and culture set by the Board will greatly impact all aspects of the Company as a whole and the way that employees behave. The corporate governance arrangements that the Board has adopted are designed to ensure that the Company delivers long term value to its shareholders, and that shareholders have the opportunity to express their views and expectations for the Company in a manner that encourages open dialogue with the Board.

A large part of the Company's activities is centred upon an open and respectful dialogue with employees, clients and other stakeholders. Therefore, the importance of sound ethical values and behaviours is crucial to the ability of the Company to successfully achieve its corporate objectives. The Directors consider that the Company has an open culture facilitating comprehensive dialogue and feedback and enabling positive and constructive challenge. The Company has adopted a code for Directors' and employees' dealings in securities which is appropriate for a company whose securities are traded on AIM and is in accordance with the requirements of the Market Abuse Regulation which came into effect in 2016. The Directors seek to align their interests with shareholders.

## RELATIONS WITH SHAREHOLDERS

The Directors meet regularly with the Company's institutional and other major shareholders in order to communicate mutual understanding of objectives. The Company intends at its AGMs to communicate with private investors and encourage their participation. Each year shareholders receive a full annual report and an interim report.

## INTERNAL CONTROLS

The Board is responsible for ensuring that the Group maintains a system of internal financial controls including suitable monitoring procedures. The objective of the system is to safeguard Group assets, ensure proper accounting records are maintained and that the financial information used within the business and for publication is reliable. Internal financial control monitoring procedures undertaken by the Board include the review of monthly financial reports and monitoring of performance, setting of annual budgets and monthly forecasts and the prior approval of all significant expenditure.

## GOING CONCERN

After making appropriate enquiries, the Directors have a reasonable expectation that the Group and the Company have adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the Group accounts.

**David Ashman, Chairman**

13 March 2019

## Dear Shareholder

As the Chairman of Stilo's Audit Committee, I present my first Audit Committee Report for the year ended 31 December 2018, which has been prepared by the Committee and approved by the Board.

The Committee is responsible for reviewing and reporting to the Board on financial reporting, internal control and risk management, and for reviewing the performance, independence and effectiveness of the external auditors in carrying out the statutory audit. The Committee advises the Board on the statement by the Directors that the Annual Report when read as a whole is fair, balanced and understandable and provides the information necessary for shareholders to assess the Group's performance, business model and strategy.

The Committee's primary activity involved meeting with the external auditors, considering material issues and areas of judgement, and reviewing and approving the interim and year end results and accounts.

In addition, the Committee reviewed the audit and taxation services provided by RSM UK Audit LLP, the Group's external auditors. The Committee concluded that RSM UK Audit LLP are delivering the necessary audit scrutiny and that the taxation services provided did not pose a threat to their objectivity and independence.

Accordingly, the Committee recommended to the Board that RSM UK Audit LLP be re-appointed for the next financial year.

During 2018, the Committee:

- met with the external auditors to review and approve the annual audit plan and receive their findings and report on the annual audit;
- considered significant issues and areas of judgement with the potential to have a material impact on the financial statements;
- considered the integrity of the published financial information and whether the Annual Report and Accounts taken as a whole are fair, balanced and understandable and provide the information necessary to assess the Group's position and performance, business model and strategy; and
- reviewed and approved the interim and year end results and accounts.

In the coming year, in addition to the Committee's ongoing duties, the Committee will:

- consider significant issues and areas of judgement with the potential to have a material impact on the financial statements; and
- keep the need for an internal audit function under review, having regard to the Company's strategy and resources.

**David Ashman, Chairman of the Audit Committee**

13 March 2019

## OPINION

We have audited the financial statements of Stilo International plc (the 'parent company') and its subsidiaries (the 'group') for the year ended 31 December 2018 which comprise of the group income statement, the group statement of comprehensive income, the group and parent company statement of financial position, the group and parent company statement of changes in equity, the group and parent company statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union and, as regards the parent company financial statements, as applied in accordance with the provisions of the Companies Act 2006.

In our opinion:

- the financial statements give a true and fair view of the state of the group's and of the parent company's affairs as at 31 December 2018 and of the group's profit for the year then ended;
- the group financial statements have been properly prepared in accordance with IFRSs as adopted by the European Union;
- the parent company financial statements have been properly prepared in accordance with IFRSs as adopted by the European Union and as applied in accordance with the Companies Act 2006; and
- the financial statements have been prepared in accordance with the requirements of the Companies Act 2006.

## BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard as applied to SME listed entities and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## CONCLUSIONS RELATING TO GOING CONCERN

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

- 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 group's or the parent 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.

## KEY AUDIT MATTERS

Key audit matters are those matters that, in our professional judgment, were of most significance in our audit of the group and parent company financial statements of the current period and include the most significant assessed risks of material misstatement (whether or not due to fraud) we identified, including those which had the greatest effect on the overall audit strategy, the allocation of resources in the audit and directing the efforts of the engagement team. These matters were addressed in the context of our audit of the group and parent company financial statements as a whole, and in forming our opinion thereon, and we do not provide a separate opinion on these matters.

## PARENT COMPANY KEY AUDIT MATTERS

We concluded that there were no key audit matters arising in relation to the parent company financial statements.



## GROUP KEY AUDIT MATTERS

### *Capitalisation of product development costs re AuthorBridge (Note 1 / 9)*

The group continues to develop the AuthorBridge product and have determined that the costs of the development meet the criteria for capitalisation set out in IAS 38 'Intangible Assets'. There is an audit risk that the amounts are inappropriately capitalised where they do not meet the criteria or are not directly attributable to the development or are expensed when they do. Furthermore, the application of IAS 38 in this situation often requires management to exercise judgement in applying the standard properly and therefore the inherent audit risk is increased.

With regards to AuthorBridge, we discussed with management the basis upon which they had determined that costs should be capitalised and compared it with the basis adopted in prior years given that the qualifying project commenced prior to 2016. Management provided us with a schedule detailing all of the costs to be capitalised which primarily comprised labour costs. The calculation of labour costs was based on time spent on the qualifying project and we were able to agree a sample of the hours identified as worked on the project to underlying timesheet records. For a sample of employees, subject to calculation, we validated their salary and associated benefits to the year end payroll records and reports. We reviewed the underlying time recording system records to ascertain the details of the amount of time charged by both developers and senior members of the team to the AuthorBridge product and other projects and compared the time charged to previous periods. Where employees have spent less than 100% of their time and / or where there were members of the development team who had not allocated time to capitalised development projects we challenged management on any allocation assumptions. The key estimate is in relation to the time allocated in respect of the senior developers where one third of their total salary costs continued to be capitalised. For non-labour costs, we validated a sample of the amount capitalised to supporting invoices and used this to confirm that the costs were directly attributable to the project.

### *Revenue recognition and IFRS15 transition (Note 1 / 2)*

Management have adopted IFRS15 Revenue from contracts with customers in the financial statements for the current year. Contracts involving computer software are inherently complex, particularly with regards to transactions where there are multiple elements to the sale ("Bundled sales"). The products sold by the group have historically required management to carefully consider the time at which it is appropriate to recognise revenue and where there are bundled sales, the recognition point can differ between elements. IFRS15 has specific requirements with regards to identifying individual performance obligations, the price thereof and when they are fulfilled which might mean that the timing of revenue recognition under the existing accounting policies would differ.

Management have undertaken an impact assessment in relation to IFRS15 which considered revenue arising from the three main products (AuthorBridge, OmniMark and Migrate) and also the different services provided, i.e. licensing, maintenance, professional services and conversion credits. Management's assessment also considered whether each of their agreements with customers consisted of one or more contracts and the underlying performance obligations that these place on the Group. Whilst each customer has a specific contract, Management's assessment was that there were specific contractual arrangements for Migrate licences and conversion credits, OmniMark and AuthorBridge licences, maintenance and professional services. We reviewed this assessment and a sample of the underlying contracts, with the significant area of judgement applied by management arising in relation to Migrate licences and conversion credits, whether these represented separate performance obligations and whether revenue should be recognised at a point in time or over time. We challenged management's assessment through consideration of the actual experience of individual customers with regards to the timing of credit usage / purchase, the renewals of licences and when the Group had fulfilled its performance obligations under the contracts with customers.

We tested revenue recognition by performing substantive analytical review procedures and, in addition, cut off of revenue by reference to the underlying contract terms. For OmniMark software licence revenue, we tested a sample of sales to confirm that the group has provided the relevant access details to the customer during the year. We corroborated the invoice details to a customer order and to the standard OmniMark price lists maintained by the Group.

# INDEPENDENT AUDITOR'S REPORT

For Migrate software subscriptions revenue, we tested a sample of sales and confirmed that the revenue is recognised over an appropriate timescale in line with the original agreement. We corroborated the invoice details to a customer order and to the standard Migrate price lists maintained by the Group. With regards to Migrate conversion credits, we corroborated the details to sales orders and the agreed pricing for these items. We then reviewed the calculation of the recognition of the applicable revenue under the customer contract to be in accordance to the policy set as part of the impact assessment.

For maintenance revenue, we tested a sample of sales and confirmed the period of maintenance to the sales order.

For each sale, we recalculated the extent to which revenue should be deferred until future periods and we agreed this to management's schedule of deferred revenue.

For bundled sales recorded on the same invoice, we agreed the split of the consideration between the licence and maintenance elements to internal documentation. We challenged management on the support available to separately price these elements and hence how the revenue recognition has been applied. We also performed the work set out above in respect of the cut-off of software licence or maintenance revenue.

## OUR APPLICATION OF MATERIALITY

When establishing our overall audit strategy, we set certain thresholds which help us to determine the nature, timing and extent of our audit procedures. When evaluating whether the effects of misstatements, both individually and on the financial statements as a whole, could reasonably influence the economic decisions of the users we take into account the qualitative nature and the size of the misstatements. During planning materiality for the group financial statements as a whole was calculated as £40,000, which was not significantly changed during the course of our audit. Materiality for the parent company financial statements as a whole was calculated as £35,000, which was not significantly changed during the course of our audit. We agreed with the Audit Committee that we would report to them all unadjusted differences in excess of £1,000, as well as differences below that threshold that, in our view, warranted reporting on qualitative grounds.

## AN OVERVIEW OF THE SCOPE OF OUR AUDIT

Our audit scope covered 100% of group revenue, group profit and total group assets and liabilities. It was performed to the materiality levels set out above.

## OTHER INFORMATION

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion 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 such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in 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 in this regard.

## OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- 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; and
- the Strategic Report and the Directors' report have been prepared in accordance with applicable legal requirements.

# INDEPENDENT AUDITOR'S REPORT

## MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the group and the parent company and their environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report or the Directors' Report.

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

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

## RESPONSIBILITIES OF DIRECTORS

As explained more fully in the directors' responsibilities statement, set out on pages 10 and 11, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors 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 group's and the parent 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 group or the parent company or to cease operations, or have no realistic alternative but to do so.

## AUDITOR'S 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 auditor's 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 Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

## USE OF OUR REPORT

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.

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**Andrew Allchin FCA (Senior Statutory Auditor)**  
**For and on behalf of RSM UK AUDIT LLP, Statutory Auditor**  
Chartered Accountants  
Central Square, 5<sup>th</sup> Floor, 29 Wellington Street  
Leeds LS1 4DL

13 March 2019

# GROUP INCOME STATEMENT

for the year ended 31 December 2018

	Notes	2018 £'000	2017 £'000
<b>Continuing operations</b>			
Revenue	2	1,487	1,894
Cost of sales	4	(16)	(13)
<b>Gross profit</b>		<b>1,471</b>	1,881
Administrative expenses	4	(1,342)	(1,578)
<b>Operating profit</b>		<b>129</b>	303
Finance income	5	10	6
<b>Profit before tax</b>		<b>139</b>	309
Income tax	6	38	4
<b>Profit for the year</b> attributable to the equity shareholders of the parent company		<b>177</b>	313
Earnings per share attributable to equity shareholders of the parent:			
Earnings per share - basic	7	0.16p	0.28p
Earnings per share – diluted	7	0.15p	0.26p
Dividends paid per share	26	0.11p	0.10p



# GROUP STATEMENT OF COMPREHENSIVE INCOME

for the year ended 31 December 2018

	2018 £'000	2017 £'000
<b>Profit for the year</b>	<b>177</b>	<b>313</b>
<b>Other comprehensive loss</b>		
<b>Items that may subsequently be reclassified to profit and loss</b>		
Foreign currency translation differences	(39)	(32)
<b>Other comprehensive loss for the year, net of tax</b>	<b>(39)</b>	<b>(32)</b>
<b>Total comprehensive income for the year</b>	<b>138</b>	<b>281</b>

All comprehensive income is attributable to equity shareholders of the parent company.

# GROUP AND PARENT STATEMENT OF FINANCIAL POSITION

for the year ended 31 December 2018

		Group		Company	
	Notes	2018 £'000	2017 £'000	2018 £'000	2017 £'000
<b>Non-current assets</b>					
Goodwill	8	1,633	1,660	-	-
Other intangible assets	9	882	688	-	-
Investments	25	-	-	1,198	1,274
Plant and equipment	10	14	12	-	-
Deferred tax asset	11	50	50	-	-
		<b>2,579</b>	<b>2,410</b>	<b>1,198</b>	<b>1,274</b>
<b>Current assets</b>					
Trade and other receivables	12	259	170	-	-
Income tax asset		56	54	-	-
Cash and cash equivalents	13	1,271	1,621	-	-
		<b>1,586</b>	<b>1,845</b>	<b>-</b>	<b>-</b>
<b>Total assets</b>		<b>4,165</b>	<b>4,255</b>	<b>1,198</b>	<b>1,274</b>
<b>Current liabilities</b>					
Trade and other payables	14	436	504	-	-
<b>Non-current liabilities</b>					
Other payables	15	4	13	-	-
<b>Total liabilities</b>		<b>440</b>	<b>517</b>	<b>-</b>	<b>-</b>
<b>Equity attributable to shareholders of the parent company</b>					
Called up share capital	16	1,139	1,139	1,139	1,139
Share premium account		29	29	29	29
Merger reserve		658	658	-	-
Retained earnings		1,899	1,912	30	106
<b>Total equity</b>		<b>3,725</b>	<b>3,738</b>	<b>1,198</b>	<b>1,274</b>
<b>Total equity and liabilities</b>		<b>4,165</b>	<b>4,255</b>	<b>1,198</b>	<b>1,274</b>

The profit for the financial year dealt with in the accounts of Stilo International plc was £47,000 (2017: £45,000). As provided for by section 408 of the Companies Act 2006, no income statement is presented in respect of the parent company.

The financial statements on pages 23 to 52 were approved by the Board of Directors and authorised for issue on 13 March 2019 and signed on their behalf by:

**Liam O'Donoghue, Director**

# GROUP STATEMENT OF CHANGES IN EQUITY

for the year ended 31 December 2018

	Called up share capital £'000	Share premium account £'000	Merger reserve £'000	Retained earnings £'000	Total £'000
Balance at 1 January 2017	1,138	29	658	1,702	3,527
<b>Comprehensive income</b>					
Profit for the financial year	-	-	-	313	313
Other comprehensive loss	-	-	-	(32)	(32)
<b>Total comprehensive income</b>	-	-	-	281	281
<b>Transactions with owners</b>					
Share based payment transactions	-	-	-	43	43
Dividends paid	-	-	-	(114)	(114)
Shares issued	1	-	-	-	1
<b>Total transactions with owners</b>	1	-	-	(71)	(70)
Balance at 1 January 2018	1,139	29	658	1,912	3,738
Impact of adopting IFRS 15	-	-	-	(28)	(28)
Balance at 1 January 2018 (IFRS 15)	1,139	29	658	1,884	3,710
<b>Comprehensive income</b>					
Profit for the financial year	-	-	-	177	177
Other comprehensive loss	-	-	-	(39)	(39)
<b>Total comprehensive income</b>	-	-	-	138	138
<b>Transactions with owners</b>					
Share based payment transactions	-	-	-	2	2
Dividends paid	-	-	-	(125)	(125)
Shares issued	-	-	-	-	-
<b>Total transactions with owners</b>	-	-	-	(123)	(123)
<b>Balance at 31 December 2018</b>	<b>1,139</b>	<b>29</b>	<b>658</b>	<b>1,899</b>	<b>3,725</b>

## Share premium account

Represents amounts subscribed for share capital in excess of nominal value, net of directly attributable share issue costs.

## Merger reserve

The merger reserve has arisen on the legal acquisition of subsidiary companies.

## Retained earnings

Retained earnings represent the accumulated retained profits and losses less payment of dividends.

# PARENT COMPANY STATEMENT OF CHANGES IN EQUITY

for the year ended 31 December 2018

	Called up share capital £'000	Share premium account £'000	Retained earnings £'000	Total £'000
Balance at 1 January 2017	1,138	29	132	1,299
<b>Comprehensive income</b>				
Profit for the financial year	-	-	45	45
<b>Total comprehensive income</b>	-	-	45	45
<b>Transactions with owners</b>				
Share based payment transactions	-	-	43	43
Dividends paid	-	-	(114)	(114)
Shares issued	1	-	-	1
<b>Total transactions with owners</b>	1	-	(71)	(70)
Balance at 1 January 2018	1,139	29	106	1,274
<b>Comprehensive income</b>				
Profit for the financial year	-	-	47	47
<b>Total comprehensive income</b>	-	-	47	47
<b>Transactions with owners</b>				
Share based payment transactions	-	-	2	2
Dividends paid	-	-	(125)	(125)
Shares issued	-	-	-	-
<b>Total transactions with owners</b>	-	-	(123)	(123)
Balance at 31 December 2018	1,139	29	30	1,198

## Share premium account

Represents amounts subscribed for share capital in excess of nominal value, net of directly attributable share issue costs.

## Retained earnings

Retained earnings represent the accumulated retained profits and losses less payment of dividends.



# GROUP STATEMENT OF CASH FLOWS

for the year ended 31 December 2018

	Notes	2018 £'000	2017 £'000
<b>Cash flow from operating activities</b>			
Profit before taxation		139	309
Adjustment for depreciation		11	12
Adjustment for impairment and write off of goodwill		27	-
Adjustment for investment income		(10)	(6)
Adjustment for foreign exchange differences		-	8
Adjustment for share-based payments		2	43
<b>Operating cash flows before movements in working capital</b>		<b>169</b>	<b>366</b>
(Increase)/decrease in trade and other receivables		(86)	220
Decrease in trade and other payables		(112)	(81)
Cash generated from operations		(29)	505
Tax paid		(16)	(50)
Tax credit received		53	58
<b>Net cash (used in)/generated from operating activities</b>		<b>8</b>	<b>513</b>
<b>Cash flows from investing activities</b>			
Finance income		11	6
Development costs		(213)	(213)
Purchase of equipment		(13)	(6)
<b>Net cash used in investing activities</b>		<b>(215)</b>	<b>(213)</b>
<b>Cash flows from financing activities</b>			
Dividends paid		(125)	(114)
Issue of ordinary share capital		-	1
<b>Net cash used in financing activities</b>		<b>(125)</b>	<b>(113)</b>
Net (decrease)/increase in cash and cash equivalents		(332)	187
Cash and cash equivalents at beginning of year		1,621	1,466
Exchange (losses) on cash and cash equivalents		(18)	(32)
<b>Cash and cash equivalents at end of year</b>	13	<b>1,271</b>	<b>1,621</b>

Cash and cash equivalent consist of cash on hand and balances with a range of financial institutions.

# PARENT COMPANY STATEMENT OF CASH FLOWS

for the year ended 31 December 2018

	£'000	2018 £'000	£'000	2017 £'000
<b>Net cash inflow from operating activities</b>				
Profit before taxation	47		45	
<b>Operating cash flows before movements in working capital</b>	47		45	
Cash generated from operations		47		45
<b>Net cash generated from operating activities</b>		47		45
<b>Cash flows in investing activities</b>				
Repayment of loan from subsidiary		78		68
<b>Net cash generated from investing activities</b>		78		68
<b>Cash flows from financing activities</b>				
Dividends paid		(125)		(114)
Issue of ordinary share capital		-		1
<b>Net cash used in financing activities</b>		(125)		(113)
Increase in cash and cash equivalents		-		-
Cash and cash equivalents at beginning of year		-		-
<b>Cash and cash equivalents at end of year</b>		-		-

Cash and cash equivalents consist of cash on hand and balances with banks.

## 1 ACCOUNTING POLICIES

### (a) Basis of preparation

Stilo International Plc is a public limited company, incorporated and domiciled in England. It is listed on AIM. The registered office of the Company is Regus House, Windmill Hill Business Park, Whitehill Way, Swindon SN5 6QR, and the main activities are set out in the Strategic Report on pages 4 to 9.

These financial statements have been prepared in accordance with International Financial Reporting Standards as adopted by the European Union ("IFRS") and International Financial Reporting Committee ("IFRC") interpretations that are applicable to the consolidated financial statements for the year ending 31 December 2018, and with those parts of the Companies Act 2006 applicable to companies reporting under IFRS. The financial statements have been prepared in sterling, which is the Group's presentation and functional currency. They have been prepared using the historical cost convention.

The parent company accounts have also been prepared in accordance with IFRS, and using the historical cost convention.

Monetary amounts in these financial statements are rounded to the nearest thousand.

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities at the date of the financial statements. If in the future such estimates and assumptions, which are based on management's best judgement at the date of the financial statements, deviate from the actual circumstances, the original estimates and assumptions will be modified as appropriate in the year in which the circumstances change.

The directors consider that the going concern basis is still appropriate. Future plans indicate that the Group will be able to meet future financing needs from future cash flows generated. In order to conclude whether the going concern basis is appropriate for the preparation of the financial statements, management have prepared forecasts for a period of 12 months from the date of signing of these financial statements, based on a prudent level of growth in trading for the current year and assuming that the historical payment profile of receivables and payables remains consistent with that experienced in recent years. They have also assumed that there are no significant changes in staffing levels, other than those additional staff included in the plans for the period. These forecasts show that the Group has an adequate level of cash reserves to meet its operating liabilities as and when they fall due from existing sources. At least a 50% reduction in revenue levels (without any adjustment in the cost base in the business) would be required before the Group would need to consider alternative sources of funding. Given that this kind of drop-off in revenues is considered by management to be highly unlikely to occur and they would be able to take compensating actions with regard to the Group's cost base, management have concluded that the current forecasts have adequate headroom to be able to conclude that the going concern basis remains appropriate.

### *Initial application of IFRS 9 Financial Instruments*

The Group has applied IFRS 9 Financial Instruments for the first time in the year ended 31 December 2018. IFRS 9 replaces IAS 39 Financial Instruments: Recognition and measurement.

As a result of the adoption of IFRS 9 the Group has adopted consequential changes to IAS 1 Presentation of Financial Statements. In addition, the Group has applied the consequential amendments to IFRS 7 Financial Instruments: Disclosure to the current period only.

The classification of financial assets under IFRS 9 is based on whether the contractual cash flows of the instrument are solely payments of principal and interest, and whether the business model is to collect those contractual cash flows and/or sell the financial assets. All the Group's financial assets were previously classified as loans and receivables under IAS 39 and are classified as assets at amortised cost under IFRS 9.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 1 ACCOUNTING POLICIES (continued)

### (a) Basis of preparation (continued)

The only change in measurement of financial assets on application of IFRS 9 arises from impairment of financial assets. IFRS 9 requires impairments of financial assets to be assessed using an 'expected loss' model.

The change from the 'incurred loss' model previously applied under IAS 39 resulted in an additional impairment loss (net of tax) of less than £1,000. The directors will continue to estimate impairment losses under IFRS 9 at each reporting date. The loss allowance on all financial assets is measured by considering the probability of default. Receivables are considered to be in default when the principal or any interest is more than 90 days past due, based on an assessment of past payment practices and the likelihood of such overdue amounts being recovered. The Group calculated lifetime expected credit losses for trade receivables using the portfolio approach. Receivables are grouped based on the credit terms offered. The probability of default is determined at the year end based on the aging of the receivables, historical data about default rates on the same basis. That data is adjusted if the Group determines that historical data is not reflective of expected future conditions due to changes in the nature of its customers and how they are affected by external factors such as economic and market conditions.

The Group considers that the inter company funding in place between the parent company and its subsidiaries as detailed in note 25 is part of the long term investment in these entities and does not constitute a financial asset under IFRS 9.

The application of IFRS 9 has not changed the measurement of the Group's financial liabilities or the Group's accounting policies for the recognition or derecognition of financial instruments.

### *Initial application of IFRS 15 Revenue from Contracts with Customers*

The Group has applied IFRS 15 Revenue from Contracts with Customers for the first time in the year ended 31 December 2018.

In accordance with the transition provisions in IFRS 15, the Group has adopted the new rules retrospectively with the cumulative effect of initially applying the standard recognised at the date of the initial application. The impact of the adoption as at 1 January 2018 was to reduce retained earnings and increase contract liabilities by £28,000 due to a change in the recognition of revenue on Migrate licences and related conversion credits. Revenue associated with conversion credits had previously been recognised in full at the time the credits were purchased by the customer but it is now spread over the term of the license at the time of purchase. The impact for the year ended 31 December 2018 is to reduce revenue and increase contract liabilities by £10,000.

There has been no impact on earnings per share due to reflecting the impact of the new standard as at 1 January 2018. There has been no impact on accounting for costs and the Group statement of cash flows.

### *New standards not yet adopted*

At the date of authorisation of these financial statements, the following Standards and Interpretations which have not been applied in these financial statements were in issue but not yet effective:

IFRS 16 Leases: Introduces a single lessee accounting model, and eliminates the previous distinction between an operating lease and a finance lease. Endorsed by the EU and effective from 1 January 2019. The directors are currently quantifying the impact of IFRS 16 on the Group's financial statements.



# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## **(b) Basis of consolidation**

The consolidated financial statements incorporate the financial statements of the Company and entities controlled by the Company (its subsidiaries) made up to 31 December each year. Control is achieved where the Company is exposed or has the right to variable returns from its involvement with the investee and has the ability to affect those returns through its power over the investee.

The trading results of subsidiaries acquired or disposed of during the year are included in the consolidated income statement from the effective date of acquisition or up to the effective date of disposal, as appropriate.

All intra-group transactions, balances, income and expenditure are eliminated on consolidation.

The purchase method of accounting is used to account for the acquisition of subsidiaries by the Group. The cost of an acquisition is measured as the fair value of the assets given, equity instruments issued and liabilities incurred or assumed at the date of exchange. Identifiable assets acquired and liabilities and contingent liabilities assumed in a business combination are initially measured at fair value at the acquisition date irrespective of the extent of any minority interest.

The excess of cost of acquisition over the fair values of the Group's share of identifiable net assets acquired is recognised as goodwill. Any deficiency of the cost of acquisition below the fair value of identifiable net assets acquired (i.e. discount on acquisition) is recognised directly in the income statement.

Where necessary, adjustments are made to the financial statements of subsidiaries to bring the accounting policies used into line with those used by other members of the Group.

## **(c) Revenue recognition**

Revenue represents the fair value of goods and services supplied and is stated net of value added tax. Revenue is measured based on the consideration specified in a contract with a customer. Revenue is recognised by the Group when it transfers control over a product or service to a customer.

Revenues consist of cloud services, software and software maintenance, and consulting. Initial contract periods are usually either 12 months with no automatic renewal or are in effect in perpetuity.

Revenue from the sale of cloud based Migrate software licences and related conversion credit sales are considered interdependent and are recognised as a single performance obligation and recognised over the term of the licence. Where conversion credits are purchased at a time different to the initiation of the license, the revenue arising is spread over the license term. Unutilised conversion credits lapse where there is no live license held.

Revenue from the sale of OmniMark software licences is recognised when the customer is able to take possession of the software. This is because the software is functional at the time the licence transfers to the customer and the Group is not required or expected to undertake activities that significantly affect the utility of the intellectual property by the customer.

Revenue from test sales of AuthorBridge licences is recognised when the customer is able to take possession of the software.

Revenue from software maintenance is deferred and then recognised over the period to which it relates. The Group uses a time based method to measure the percentage of completion when services span two reporting periods.

Software maintenance and other professional services are not usually bundled into a contract and are agreed separately. Revenue from the professional services is recognised over the period of service and measured using a time based method.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## **(c) Revenue recognition** *(continued)*

Contract liabilities represent income received from clients in advance of work done, and also the element of Migrate licence revenue and maintenance contracts not falling due in the current year. The Group has applied a practical expedient to recognise incremental costs of obtaining a contract as an expense.

## **(d) Goodwill**

Goodwill arising on consolidation is recorded as an intangible asset and is the surplus of the fair value of the consideration payable over the Group's interest in the fair value of identifiable net assets acquired. Goodwill is reviewed annually for impairment. For the purposes of impairment testing, goodwill is allocated to each of the Group's cash-generating units. If the recoverable amount of the cash-generating unit is less than its carrying amount, the impairment loss is allocated first to reduce the carrying amount of any goodwill allocated to the unit and then to other assets of the unit pro rata based on the carrying amount of each asset in the unit. Any impairment identified as a result of the review is charged in the income statement.

On disposal of a subsidiary, associate or jointly controlled entity, the attributable amount of goodwill is included in the determination of the profit or loss on disposal.

## **(e) Foreign currency translation**

Transactions in foreign currencies are translated into the functional currency of each of the Group's entities using the rates of exchange prevailing on the dates of the transactions. At each reporting date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting date. Non-monetary assets and liabilities carried at fair value that are denominated in foreign currencies are translated at the rates prevailing at the date when the fair value was determined. Gains and losses arising on retranslation are included in the income statement for the period, except for exchange differences on non-monetary assets and liabilities, which are recognised directly in equity. The Group has elected to treat goodwill arising on acquisitions before the date of transition to IFRS as sterling denominated.

## **(f) Intangible assets other than goodwill**

An intangible asset, which is an identifiable non-monetary asset without physical substance, is recognised to the extent that it is probable that the expected future economic benefits attributable to the asset will flow to the Group and that its cost can be measured reliably. The asset is deemed to be identifiable when it is separable or when it arises from contractual or other legal rights.

Expenditure on research activities is recognised as an expense in the period in which it is incurred.

Development expenditure is capitalised as an intangible asset only if the following conditions are met:

- 1) an asset is created that can be identified;
- 2) it is probable that the asset created will generate future economic benefit;
- 3) it is technically and commercially feasible;
- 4) sufficient resources are available to complete the development;
- 5) the directly attributable developments cost of the asset can be measured reliably;
- 6) there is an intention and ability to complete an asset and use or sell it.

Development expenditure thus capitalised is reviewed for impairment after being first brought into use.

Where the criteria are not met, development expenditure is recognised as an expense in the income statement in the period in which it is incurred.

The Group assesses at each reporting date whether an asset may be impaired. If any such indicator exists, the entity tests for impairment by estimating the recoverable amount. If the recoverable amount is less than the carrying value of an asset an impairment loss is required.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## (g) Plant and equipment

All plant and equipment assets are stated at cost less accumulated depreciation and any impairment.

Depreciation of plant and equipment is provided to write off the cost, less residual value, on a straight line basis over the estimated useful life, as follows:

Office equipment and fixtures	20% - 33.3% per annum
Computer equipment	33.3% per annum
Leasehold improvements	20% per annum

Residual values, remaining useful lives and depreciation methods are reviewed annually and adjusted if appropriate.

Gains or losses on disposal are included in the income statement.

The entity assesses at each reporting date whether an asset may be impaired. If any such indicator exists the entity tests for impairment by estimating the recoverable amount. If the recoverable amount is less than the carrying value of an asset an impairment loss is required.

## (h) Taxes

The tax expense represents the sum of the current tax expense and deferred tax expense.

The tax currently payable is based on taxable profit for the year. Taxable profit differs from net profit as reported in the income statement because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The Group's liability for current tax is calculated by using tax rates that have been enacted or substantively enacted by the reporting date.

Deferred tax is the tax expected to be payable or recoverable on differences between the carrying amount of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable profit, and is accounted for using the balance sheet liability method. Deferred tax liabilities are recognised for all taxable temporary differences and deferred tax assets are recognised to the extent that it is probable that taxable profits will be available against which deductible temporary differences can be utilised. Such assets and liabilities are not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition (other than in a business combination) of other assets and liabilities in a transaction which affects neither the tax profit nor the accounting profit.

Deferred tax liabilities are recognised for taxable temporary differences arising on investments in subsidiaries and associates, and interests in joint ventures, except where the Group is able to control the reversal of the temporary difference and it is probable that the temporary difference will not reverse in the foreseeable future.

Deferred tax assets are recognised only to the extent that it is probable that future taxable profit will be available against which the temporary differences can be utilised.

Deferred tax is calculated at the tax rates that are expected to apply to the period when the asset is realised or the liability is settled based upon tax rates that have been enacted or substantively enacted by the reporting date. Deferred tax is charged or credited in the income statement, except when it relates to items credited or charged directly to equity, in which case the deferred tax is also dealt with in equity.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## **(i) Fair values**

Fair value is the amount for which a financial asset, liability or instrument could be exchanged between knowledgeable and willing parties in an arm's length transaction. It is determined by reference to quoted market prices, adjusted for estimated transaction costs that would be incurred in an actual transaction, or by use of established estimation techniques. The fair values at the reporting date are approximately in line with their reported carrying values unless specifically mentioned in the notes to the financial statements.

## **(j) Financial instruments**

Financial assets and financial liabilities are recognised in the Group's Statement of Financial Position when the Group becomes a party to the contractual provisions of the instrument.

### *Trade receivables*

Trade receivables do not carry any interest and are initially recognised at fair value and subsequently at amortised cost using the effective interest method less any provision for impairment.

### *Cash and cash equivalents*

Cash and cash equivalents comprise cash on hand and demand deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### *Financial liabilities and equity*

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the Group after deducting all of its liabilities. Equity instruments issued by the Group are recorded at the proceeds received, net of direct issue costs.

## **(k) Share based payments**

Options are measured at fair value at grant date using the Black-Scholes model. The fair value is expensed on a straight line basis over the vesting period, based on an estimate of the number of options that will eventually vest.

## **(l) Retirement benefits**

Contributions to defined contribution plans are recognised as an expense as the contributions accrue.

## **(m) Leases**

Leases in which a significant proportion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases are recognised in the income statement on a straight line basis over the term of the lease.

## **(n) Provisions**

Provisions are recognised in the statement of financial position when there is a present legal or constructive obligation as a result of a past event, and it is probable that an outflow of economic benefits will be required to settle the obligation.

## **(o) Segmental reporting**

Operating segments are reported in a manner consistent with the internal reporting provided to the chief operating decision-maker. The chief operating decision-maker, who is responsible for making strategic decisions, allocating resources and assessing performance of the operating segments, has been identified as the board of directors.

## **(p) Investments**

Investments are stated at cost, less provision for any diminution in value. Investments include the long term inter company funding which is not considered to be a financial asset under IFRS 9.

## **(q) Earnings per share**

Earnings per share is calculated by dividing the earnings attributable to Ordinary shareholders by the weighted average number of Ordinary shares in issue during each of the respective periods. Diluted earnings per share is calculated by adjusting the weighted average number of ordinary shares in issue to assume conversion of all dilutive potential ordinary shares. A calculation is done to determine the number of shares that could have been acquired at fair value based on the monetary value of the subscription rights attached to outstanding share options. The number of shares calculated as above is compared with the number of shares that would have been issued assuming the exercise of the share options.

## **(r) Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The Group makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

### *Critical judgements in applying the Group's accounting policies*

During the period the directors considered that £213,000 (2017: £213,000) of development costs met the criteria for recognition as intangible assets as defined in IAS 38 on a project initiated during 2014. The recognition criteria on which this judgement was made are given in more detail in the Accounting Policies note 1 (f).

In recognising revenue on sale of cloud based Migrate software licences, management allocates conversion credits to the performance obligation when purchased, as the credits can be used immediately upon purchase and there is no identifiable pattern for credits use by customers. They are recognised in accordance with the policy set out at c) above.

The directors have considered the nature of the investment made by the parent company in its subsidiaries which is set out in note 25. In their judgement the inter company funding is considered to be part of the long term investment and does not fall to be treated as a financial asset under IFRS 9.

### *Key sources of estimation uncertainty*

Impairment reviews have been carried out in respect of the carrying value of the investment in subsidiary undertakings included in the Company statement of financial position. The value of this investment consists of the cost of the shares held in the subsidiary undertakings and the net value of loans advanced to them. The impairment provisions are not revised unless there has been a significant improvement in cash flow projections.

The directors have recognised a deferred tax asset in respect of unused tax losses to the extent that it is probable that the related tax benefits are recoverable through future taxable profits. Details of the policy adopted in respect of income taxes are disclosed in more detail in the Accounting Policies note 1 (h).

Whilst the Group has a time recording system in place which records the time spent by each developer on individual projects, management are required to estimate what element of this time directly meets the requirements of IAS 38. There is a key estimate in respect of the three senior developers' time where a proportion of their project time is not spent directly developing the products.

The directors believe that there are no key sources of estimation uncertainty in the accounts for the year, other than referred to above.



# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 2 REVENUE AND SEGMENTAL ANALYSIS

The Group maintains a single operating segment based upon the reports which the board of directors (who are considered to be the Chief Operating Decision Maker under IFRS 8) review and use to make strategic decisions. The revenues from the trade and assets acquired from Proceed Holdings Limited have not been disclosed separately due to the immaterial nature of the revenues.

At 31 December 2018, the Group's operations are located in the UK and in Canada. The analysis by geographical area of the Group's revenue and other segmental information is as follows:

	Revenue by destination £'000	2018 Non-current assets £'000	Capital expenditure £'000	Revenue by destination £'000	2017 Non-current assets £'000	Capital expenditure £'000
United Kingdom	76	23	-	44	51	1
Rest of Europe	181	-	-	225	-	-
North America	919	2,507	13	964	2,309	5
South America	58	-	-	52	-	-
Asia	253	-	-	609	-	-
	<b>1,487</b>	<b>2,530</b>	<b>13</b>	<b>1,894</b>	<b>2,360</b>	<b>6</b>

All revenues recognised in the year are generated from contracts with customers.

Revenues of £253,000 (2017: £609,000) are derived from an individual external customer in Asia.

The analysis of the Group's revenue by major product lines, contract duration and timing of transfer is as follows:

	2018 £'000	2017 £'000
<i>Major product lines</i>		
Migrate licenses and conversion credits	366	349
OmniMark licenses	125	455
AuthorBridge licenses (test sales)	33	20
Maintenance fees	816	930
Professional services	147	140
	<b>1,487</b>	<b>1,894</b>
<i>Timing of transfer</i>		
Revenue recognised at a point in time	158	475
Revenue recognised over time	1,329	1,419
	<b>1,487</b>	<b>1,894</b>

There are no break clauses therefore all revenue allocated to performance obligations that are unsatisfied or partly satisfied at the year end is expected to be recognised in the next financial year. This amount represents contract liabilities and is equal to the amounts in notes 14 and 15.

The amount of revenue recognised in the year that was included in the opening contract liability balance is £341,000, representing the opening current contract liabilities of £313,000 and £28,000 in relation to contract liability recognised at transition to IFRS 15.

Revenues attributable to Migrate licences and conversions credits, together with Maintenance fees are generally received in advance of the provision of the associated service as the performance conditions are fulfilled over time. Professional services are similarly fulfilled over time but will be paid for by the customer under agreed credit terms on delivery of the service.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 3 STAFF COSTS

Employee costs, including directors, and including capitalised costs, during the year amount to:

	2018 £'000	2017 £'000
Wages and salaries	917	1,004
Social security costs	50	57
Pension contributions	25	19
Share based payments	2	43
	<b>994</b>	<b>1,123</b>

The monthly average number of persons, including directors, employed by the Group in the year was:

	2018 No.	2017 No.
Research and development	10	10
Sales, marketing and customer support	5	5
Management and administration	3	3
	<b>18</b>	<b>18</b>

The number of persons employed at 31 December 2018 was 18 (2017: 17).

Key management personnel are considered to be the directors (executive and non-executive).

Directors' emoluments are as follows:

	Leslie Burnham		Liam O'Donoghue	
	2018 £'000	2017 £'000	2018 £'000	2017 £'000
Salary and fees	155	197	8	8
Pension contributions	16	16	-	-
Social security costs	19	22	-	-
Other benefits	6	6	-	-
Share based payments	-	30	-	-
	<b>196</b>	<b>271</b>	<b>8</b>	<b>8</b>

David Ashman received no emoluments (2017: £nil).

One director (2017: one) was accruing a benefit under a defined contribution scheme.

During the year, employees exercised share options to purchase nil (2017: 162,000) shares at a weighted average price of £nil (2017: 1.50p) per share.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 4 ANALYSIS OF EXPENSES BY NATURE

	2018 £'000	2017 £'000
Employee benefits expenses (note 3)	994	1,123
Less research and development costs capitalised (note 9)	(213)	(213)
Non salary research and development costs	16	35
Depreciation (note 10)	11	12
Profit on disposal of equipment	-	(1)
Impairment of goodwill (note 8)	27	-
Operating lease rentals	66	66
Foreign exchange (gains)/losses	(73)	85
Auditor's remuneration		
- Audit fees – parent company and consolidation	22	18
- Audit fees – subsidiaries	10	13
- All other non-audit services – parent company	10	9
- All other non-audit services – subsidiaries	3	3
- Taxation compliance services	4	4
Other operating expenses	481	437
Total cost of sales and administrative expenses	1,358	1,591

## 5 FINANCE INCOME

	2018 £'000	2017 £'000
Interest on short term deposits	10	6

## 6 INCOME TAX

(a) Current year tax charge	2018 £'000	2017 £'000
Current tax charge/(credit)	3	54
Overseas taxation credit	(58)	(108)
Foreign withholding tax	17	50
	(38)	(4)

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 6 INCOME TAX (continued)

### (b) Tax reconciliation

The tax charge assessed for the year differs from the applicable standard companies' rate of corporation tax in the UK. The differences are explained below:

	2018 £'000	2017 £'000
Profit on ordinary activities before tax	139	309
Tax at 19.00% (2017: 19.25%)	26	59
Effects of:		
Foreign withholding tax	17	-
Foreign tax charges	4	-
Deferred tax not recognised	(21)	(18)
Expenses not deductible for tax purposes	(4)	62
Amounts relating to change in tax rates	(2)	-
Research and development tax credit (including overseas)	(58)	(107)
Current tax credit for the year	(38)	(4)

The tax rate for the current year is lower than the prior year, due to changes in the UK corporation tax rate, which decreased from 20% to 19% from 1 April 2017. Further reductions to the UK corporation tax rates were substantively enacted as part of the Finance Bill 2016 on 6 September 2016. These reduce the main rate to 17% from 1 April 2020.

## 7 EARNINGS PER SHARE

Earnings per share is based on the profit for the year after tax of £177,000 (2017: £313,000), and the weighted average number of ordinary shares in issue during the year of 113,930,470 (2017: 113,854,048). The fully diluted earnings per share takes account of outstanding options which results in a weighted average number of shares in issue during the year of 115,944,901 (2017: 119,241,436). 9,200,000 (2017: nil) were excluded from the calculation because they are antidilutive for the period presented.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 8 GOODWILL – GROUP

	Total £'000
<b>Cost</b>	
At 1 January 2017	1,660
At 1 January 2018	1,660
<b>At 31 December 2018</b>	<b>1,660</b>
<b>Accumulated impairment</b>	<b>-</b>
At 1 January 2017	-
At 1 January 2018	-
Impairment loss	27
<b>At 31 December 2018</b>	<b>27</b>
<b>Closing carrying value At 31 December 2018</b>	<b>1,633</b>
At 31 December 2017	1,660
At 31 December 2016	1,660

The goodwill has arisen upon:

- The acquisition of Stilo Corporation (formerly OmniMark Technologies Corporation) and the business and assets of the Content Engineering Division of Xia Systems Corporation, together forming a single cash generating unit with associated goodwill of £1.61m; and
- The acquisition of the business and assets of Proceed Holdings Limited' forming a second cash generating unit with associated goodwill of £0.05m.

Separate segmental information has not been included for Proceed on the grounds of materiality as detailed in Note 2. An impairment provision has been made this year in relation to goodwill on Proceed Holdings Limited due to a reduction in annual contracted revenue.

The impairment loss has been included within administrative expenses in the Group income statement.

The recoverable amount of the cash generating units has been determined by value in use calculations, using pre-tax cash flow projections based on financial budgets approved by management covering a five year period. Cash flows arising from OmniMark software maintenance are extended beyond the five year period as these revenues are annual, recurring revenues which are expected to continue indefinitely. Cash flows beyond the five year period are extrapolated using a growth rate of 2% (2017: 2%). The growth rate does not exceed the long-term average growth rate for the industry. A discount rate of 10% (2017: 10%) has been assumed. The key assumptions which have been used within the value in use calculations are consistent with the forecasts and budgets used by management, and there is no reasonable change to a key assumption that would cause the recoverable amount to equal or be less than the carrying amount.



# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 9 OTHER INTANGIBLE ASSETS – GROUP

	Contracts £'000	Development costs £'000	Total £'000
<b>Cost</b>			
At 1 January 2017	148	722	870
Additions	-	213	213
Amounts written off	(148)	-	(148)
Exchange rate translation difference for assets held in foreign currency	-	(7)	(7)
At 1 January 2018	-	928	928
Additions	-	213	213
Assets written off	-	-	-
Exchange rate translation difference for assets held in foreign currency	-	(19)	(19)
<b>At 31 December 2018</b>	<b>-</b>	<b>1,122</b>	<b>1,122</b>
<b>Accumulated amortisation</b>			
At 1 January 2017	148	240	388
Assets written off	(148)	-	(148)
At 1 January 2018	-	240	240
<b>At 31 December 2018</b>	<b>-</b>	<b>240</b>	<b>240</b>
<b>Closing carrying value</b>			
<b>At 31 December 2018</b>	<b>-</b>	<b>882</b>	<b>882</b>
At 31 December 2017	-	688	688
At 31 December 2016	-	482	482

Development costs relate to the Migrate conversion service, and to the development of AuthorBridge.

Sales of Migrate commenced in 2009. Costs have been fully amortised. In 2012 the expenditure totalling £14,000 representing the development of a new Migrate pipeline was capitalised. Sales for this pipeline commenced in 2012, and these have been fully amortised.

Development of AuthorBridge commenced in 2014 and was ongoing at 31 December 2018. Licence sales are expected to commence in 2019. No amortisation has been charged in 2018 on this development as the project has not yet been completed. Any income arising as a result of test sales of the software is treated as revenue and credited to the income statement as it falls due under the terms of the relevant accounting policy.

The amortisation charge was included within administrative expenses in the Group Income Statement.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 10 PLANT AND EQUIPMENT – GROUP

	Office equipment and fixtures £'000	Computer equipment £'000	Leasehold improvements £'000	Total £'000
<b>Cost</b>				
At 1 January 2017	138	108	84	330
Additions	-	6	-	6
Disposals	-	(1)	-	(1)
Exchange rate translation difference for assets held in foreign currency	(3)	-	(2)	(5)
At 1 January 2018	135	113	82	330
Additions	-	13	-	13
Disposals	-	(2)	-	(2)
Exchange rate translation difference for assets held in foreign currency	(3)	(2)	(2)	(7)
<b>At 31 December 2018</b>	<b>132</b>	<b>122</b>	<b>80</b>	<b>334</b>
<b>Depreciation</b>				
At 1 January 2017	136	92	84	312
Charge in the year	2	10	-	12
Exchange rate translation difference for assets held in foreign currency	(3)	(1)	(2)	(6)
At 1 January 2018	135	101	82	318
Charge in the year	-	11	-	11
Disposals	-	(2)	-	(2)
Exchange rate translation difference for assets held in foreign currency	(3)	(2)	(2)	(7)
<b>At 31 December 2018</b>	<b>132</b>	<b>108</b>	<b>80</b>	<b>320</b>
<b>Net book value</b>				
<b>At 31 December 2018</b>	<b>-</b>	<b>14</b>	<b>-</b>	<b>14</b>
At 31 December 2017	-	12	-	12
At 31 December 2016	2	16	-	18

The depreciation charge is included within administrative expenses in the Group Income Statement.

The Company held no plant and equipment during the current or previous year.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 11 DEFERRED TAX – GROUP

Deferred tax assets comprise:

	2018 £'000	2017 £'000
At 1 January 2018	50	50
Unused tax losses recognised in the accounts	-	-
At 31 December 2018	50	50

At the reporting date, the Group has unused tax losses of approximately £4.9m (2017: £5.0m) available for offset against future profits. A deferred tax asset of £50,000 (2017: £50,000) has been recognised in respect of these available losses, to the extent that it is probable that the related tax benefits are recoverable through future taxable profits. No additional deferred tax asset has been recognised in respect of the remaining losses due to the unpredictability of future profit streams. There are no tax losses which expire in 2018 (2017: £nil).

## 12 TRADE AND OTHER RECEIVABLES – GROUP

	2018 £'000	2017 £'000
Trade receivables	224	126
Prepayments	35	40
VAT receivable	-	4
	259	170

Standard credit terms for trade receivables are 30 days from invoice date, although certain credit terms are contract-specific. The directors consider that the carrying amount of trade and other receivables approximates to their fair value. Gross trade receivables at year end were £224,000 (2017: £126,000). A loss allowance of £nil (2017: £nil) has been recognised for trade receivables as none were in default at the year end. The nature of the majority of the Group's revenues is such that they either receive payment in advance of the provision of the service and / or are able to cease the provision of services in the event that agreed credit terms are not adhered to (which would be defined as a circumstance of default). This means the Credit Risk exposure of the Group is low. As a result of the £nil loss allowance arising, the Directors have concluded that no further disclosure of Credit Risk exposure as required by IFRS7 : Financial Instruments is required.

Trade receivables denominated in US dollars at year end were £168,000 (2017: £100,000), trade receivables denominated in Euros were £54,000 (2017: £26,000), trade receivables denominated in sterling were £2,000 (2017: £nil).

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 13 CASH AND CASH EQUIVALENTS – GROUP

Cash and cash equivalents consist of cash on hand and short term deposits held with banks. Cash and short term deposits and cash equivalents included in the Statement of Cash Flows comprise the following Statement of Financial Position amounts:

	2018 £'000	2017 £'000
Cash on hand and balances with banks	777	977
Short term deposits	494	644
	<b>1,271</b>	<b>1,621</b>

The directors consider that the carrying amount of these assets approximates to their fair value.

## 14 TRADE AND OTHER PAYABLES – GROUP

	2018 £'000	2017 £'000
Trade payables	20	21
Other creditors and accrued expenditure	81	158
Contract liabilities	331	313
Other taxation and social security	3	12
Corporation tax payable	1	-
	<b>436</b>	<b>504</b>

The directors consider that the carrying amount of trade and other payables approximates to their fair value. All trade payables are due within 30 days.

The average credit period taken at 31 December 2018 was 17 days (2017: 17 days).

Trade payables denominated in Canadian dollars at the year end were £2,000 (2017: £4,000), trade payables denominated in US dollars were £1,000 (2017: £nil). The remaining trade payables are denominated in sterling.

Contract liabilities arise on Migrate licences and credits and OmniMark maintenance contracts and represents consideration received from customers in advance of work being completed, where the expected term of the contract crosses the year end. With the exception of the sums included in Note 15, these contract liabilities will be fulfilled within twelve months of the balance sheet date.

## 15 NON-CURRENT LIABILITIES – OTHER PAYABLES – GROUP

	2018 £'000	2017 £'000
Contract liabilities	4	13

Contract liabilities arise on Migrate licences and maintenance contracts and represents consideration received from customers in advance of work being completed, where the expected term of the contract crosses the year end.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 16 CALLED UP SHARE CAPITAL – GROUP AND PARENT

	2018 £'000	2017 £'000
<b>Called up, allotted and fully paid</b>		
113,930,470 (2017: 113,930,470) ordinary shares of 1p each	<b>1,139</b>	1,139

Nil (2017: 162,000) shares were issued during the year at a weighted average price of £nil (2017: 1.50p) per share, following the exercise of share options.

The Company's ordinary shares, which carry no right to fixed income, each carry the right to one vote at general meetings of the Company.

## 17 SHARE BASED PAYMENTS – GROUP AND PARENT

The following options have been granted over 1p Ordinary shares in the parent Company:

Date exercisable	As at 1 January 2018	Granted	Forfeited	As at 31 December 2018	Exercise price
Unapproved Scheme:					
- from 30 April 2010 to 29 April 2018	312,000	-	(312,000)	-	1.5p
- from 23 October 2011 to 22 October 2019	1,300,000	-	-	<b>1,300,000</b>	1.25p
- from 20 April 2013 to 19 April 2021	2,338,000	-	-	<b>2,338,000</b>	2.25p
- from 15 September 2017 to 14 September 2025	2,550,000	-	-	<b>2,550,000</b>	3.75p
- from 30 March 2018 to 29 March 2026	50,000	-	-	<b>50,000</b>	5.45p
EMI Scheme:					
- from 15 September 2017 to 14 September 2025	6,600,000	-	-	<b>6,600,000</b>	3.75p
- from 25 September 2016 to 24 September 2024	50,000	-	-	<b>50,000</b>	3.0p
- from 21 April 2019 to 20 April 2027	200,000	-	-	<b>200,000</b>	6.25p
	<b>13,400,000</b>	-	(312,000)	<b>13,088,000</b>	

An expense of £2,000 (2017: £43,000) was recognised from share-based transactions in the year.

Details of share options held by directors can be found in the Remuneration Report on page 12 to 13.



# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 17 SHARE BASED PAYMENTS – GROUP AND PARENT (continued)

### Equity-settled share option plan

The Group plan provides for a grant price equal to the average quoted market price of the Group shares on the date of grant. Options are conditional on the employee completing two years' service (the vesting period). If options remain unexercised after a period of 10 years from the date of grant, the options expire. Furthermore, options are normally forfeited if the employee leaves the Group before the options vest.

	2018	Weighted average exercise price	2017	Weighted average exercise price
	Options		Options	
Outstanding at 1 January	13,400,000	3.18p	13,462,000	3.17p
Granted during the year	-	-	200,000	6.25p
Forfeited during the year	(312,000)	1.5p	(100,000)	3.57p
Exercised during the year	-	-	(162,000)	1.50p
Outstanding at 31 December	13,088,000	3.28p	13,400,000	3.18p
Exercisable at 31 December	12,888,000	3.23p	13,150,000	3.18p

The related weighted average share price at the time of exercise was £nil (2017: 5.56p) per share. The options outstanding at 31 December 2018 had an exercise price between 1.25p and 6.25p (2017: 1.25p and 6.25p), and a weighted average remaining contractual life of 5.36 years (2017: 6.22 years). The weighted average fair value of each option granted during the year was £nil (2017: 2.19p).

The inputs into the Black Scholes model are as follows:

	2018	2017
Weighted average share price	6.25p	6.25p
Weighted average exercise price	6.25p	6.25p
Expected volatility	38%	38%
Expected life	10 years	10 years
Risk free rate	1%	1%
Expected dividends	2%	2%

Expected volatility was determined by calculating the historical volatility of the Group's share price. The expected life used in the model has been adjusted, based on management's best estimate, for the effects of non-transferability, exercise restrictions, and behavioural considerations.

## 18 RETIREMENT BENEFIT OBLIGATIONS

The Group pension arrangements are operated through a defined contribution scheme. The amount recognised as an expense in the year ended 31 December 2018 is £25,000 (2017: £19,000).

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 19 CONTINGENT LIABILITIES

There are no contingent liabilities that require disclosure in the Group and Company accounts.

## 20 COMMITMENT UNDER OPERATING LEASES

At 31 December 2018, the minimum lease payments under non-cancellable operating lease rentals are in aggregate as follows:

	2018 Land and buildings £'000	Other £'000	2017 Land and buildings £'000	Other £'000
Payable:				
- within 1 year	64	1	66	-
- within 2-5 years	91	-	158	-
	155	1	224	-

Leasing commitments relate to office rentals and office equipment.

## 21 FINANCIAL RISK MANAGEMENT

The Group's operations expose it to a number of financial risks including market risk (foreign currency risk and interest rate risk), credit risk and liquidity risk. The Group manages these risks through an effective risk management programme.

Exposures to risks are monitored by the Group, and reports are produced monthly to assess risks and to indicate their impact on the business.

The risk reports are provided to the Board of Directors at bi-monthly board meetings and are discussed with the Board to ensure that the risk mitigation procedures are compliant with the Group policy and that any new risks are appropriately managed.

### Liquidity risk

The Group closely monitors its access to bank and other credit facilities in comparison to its outstanding commitments on a regular basis to ensure that it has sufficient funds to meet the obligations of the Group as they fall due.

The Board receives regular debt management forecasts which estimate the cash inflows and outflows over the next twelve months, so that management can ensure that sufficient funding is in place as it is required.

### Interest rate profile

The Group has no interest bearing financial assets other than cash deposits of £0.5m (2017: £0.6m) invested at an approximate rate of 0.5% above Bank of England base rate. Group funds are invested in deposit accounts with the objective of maintaining a balance between accessibility of funds and competitive rates of return.

The Group had no interest bearing borrowings at 31 December 2018 or 2017.

## 21 FINANCIAL RISK MANAGEMENT *(continued)*

### **Maturity of financial assets and liabilities**

The maturity profile of the Group's financial liabilities as at 31 December 2018 can be determined from notes 14 and 15.

The main financial assets are cash and accounts receivable. Cash is held mainly in current accounts and short term deposits. The profile of cash and receivables is shown in notes 12 and 13.

The Group would normally expect that sufficient cash is generated in the operating cycle to meet cash flows through effective cash management.

### **Borrowing facilities**

The Group had no un-drawn committed borrowing facilities at 31 December 2018 or 31 December 2017.

### **Credit risk exposure**

Credit risk predominantly arises from financial asset investments, trade receivables and cash and cash equivalents.

Credit exposure is managed on a group basis. Although external credit ratings are not obtained for customers, Group policy is to assess the credit quality of each customer internally before accepting any terms of trade. Internal procedures are performed taking into account their financial position as well as their reputation within the industry and past experience.

The Group's maximum exposure to credit risk relating to its financial assets is equivalent to their carrying value as disclosed in notes 12 and 13. All financial assets have a fair value which is equal to their carrying value.

### **Foreign currency exposure**

The Group operates in a number of markets across the world and is exposed to foreign exchange risk arising from various currency exposures, in particular with respect to the US dollar, Canadian dollar and the Euro. The Group is exposed to foreign currency risk arising from recognised assets and liabilities as well as commitments arising from future trading transactions. Approximately 85% of sales are denominated in US dollars and 13% of sales are in Euros. Approximately 65% of costs are in Canadian dollars. Details of accounts receivable and accounts payable denominated in foreign currencies are given in notes 12 and 14. Approximately 4% of the Group's cash is held in US dollars and 33% in Canadian dollars. As a result of a partial natural hedge between the different currencies, the Group is reasonably protected against currency fluctuations.

The Group is exposed to foreign exchange risk from commercial transactions and recognised assets and liabilities which are denominated in a currency other than the Group entities' functional currencies. In particular, the Group has significant US dollar transactions which are recorded in a Canadian dollar functional currency. At 31 December 2018 if the US dollar had weakened by 7% against the Canadian dollar, post-tax profit would have been £15,000 lower as a result of the foreign exchange losses on translation of US dollar-denominated cash and accounts receivable. Additionally, a 5% weakening of sterling against the Canadian dollar would have reduced post tax profits by approximately £24,000 on the translation of Canadian dollar denominated cash balances.

## 22 CAPITAL MANAGEMENT

The Group's objectives when managing capital are:

- to safeguard the entity's ability to continue as a going concern, so that it can continue to provide returns for shareholders and benefits for other stakeholders, and
- to provide an adequate return to shareholders by pricing products and services commensurately with the level of risk.

The Group sets the amount of capital in proportion to risk. The Group manages the capital structure and makes adjustments to it in the light of changes in economic conditions and the risk characteristics of the underlying assets. In order to maintain or adjust the capital structure, the Group may adjust the amount of dividends paid to shareholders, return capital to shareholders, issue new shares, or sell assets to reduce debt.

There is no external debt in the Group.

## 23 RELATED PARTY TRANSACTIONS

Transactions with related parties were as follows:

Disclosures required in respect of IAS 24 regarding remuneration of key management personnel is covered by the disclosure of directors' remuneration included within note 3.

During the year the following transactions, which are all considered to be at arms length, took place between group companies:

Management fees charged by Stilo International plc to Stilo Corporation were £247,000 (2017: £244,000).

Management fees charged by Stilo Technology Limited to Stilo International plc were £200,000 (2017: £200,000).

Fee for use of IP charged by Stilo Technology Limited to Stilo Corporation was £210,000 (2017: £214,000)

Cost recharge from Stilo Corporation to Stilo Technology Limited was £10,000 (2017: £10,000).

At 31 December 2018 the following balances were owed by companies within the same group, are unsecured and have no fixed repayment dates:

Owed by Stilo Technology Limited to Stilo International plc £4,071,000 (2017: £4,149,000) which is included within investments within Stilo International plc after provisions of £4,071,000 (2017: £4,090,000).

Loan owed by Stilo Corporation to Stilo International plc £867,000 (2017: £866,000) which is included within investments within Stilo International plc after provisions of £595,000 (2017: £595,000).

Owed by Stilo Technology Limited to Stilo Corporation £90,000 (2017: £81,000).

Dividends paid to directors were:

David Ashman £15,368 (2017: £18,462)

Leslie Burnham £5,500 (2017: £5,800)

## 24 BANK GUARANTEES

There were no bank guarantees given by the Company at 31 December 2018 or at 31 December 2017.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 25 INVESTMENT IN SUBSIDIARIES

Parent Company only

	Investments in subsidiaries £'000	Loans to subsidiaries £'000	Total £'000
<b>Cost or brought forward balance:</b>			
At 1 January 2017	1,269	5,084	6,353
Recharge of share based payment expense /(repayment of loans)	43	(68)	(25)
At 1 January 2018	1,312	5,016	6,328
Recharge of share based payment expense /(repayment of loans)	2	(78)	(76)
<b>At 31 December 2018</b>	<b>1,314</b>	<b>4,938</b>	<b>6,252</b>
<b>Provisions:</b>			
At 1 January 2017	369	4,685	5,054
At 1 January 2018	369	4,685	5,054
<b>At 31 December 2018</b>	<b>369</b>	<b>4,685</b>	<b>5,054</b>
<b>Net book value:</b>			
At 21 December 2016	900	399	1,299
At 31 December 2017	943	331	1,274
<b>At 31 December 2018</b>	<b>945</b>	<b>253</b>	<b>1,198</b>

The net book value of investments is stated after impairment write-downs and provisions against loans and investments of £5,054,000 (2017: £5,054,000).

Each subsidiary principally does business in the country of its incorporation and all equity is in the form of ordinary shares or its equivalent. The following is a list of all subsidiaries.

Name of Company	Address of the registered office	Shareholding	Nature of business
Stilo Technology Limited (1)	(a)	100%	Sale of software and services
Stilo Corporation (1)	(b)	100%	Sales of software and services
OmniMark Technologies Inc (2)	(b)	100%	Dormant

(1) Directly owned by Stilo International Plc

(2) Owned by Stilo Corporation

(a) Regus House, Windmill Hill Business Park, Whitehill Way, Swindon, Wiltshire SN5 6QR

(b) 1900 City Park Drive, Suite 504, Ottawa, Ontario K1J 1A3, Canada



# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2018

## 26 DIVIDENDS

	2018 £'000	2017 £'000
Final paid (0.05 pence per share) (2017: 0.05 pence per share)	57	57
Interim paid (0.06 pence per share) (2017: 0.05 pence per share)	68	57
	125	114

The proposed final dividend for the year of 0.06 pence per share (2017: 0.05 pence per share) is not included as a liability in the financial statements as it is subject to shareholders' approval.

## 27 FINANCIAL INSTRUMENTS

	2018 £'000	2017 £'000
<b>Financial assets measured at amortised cost</b>		
Trade and other receivables	224	130
Cash and cash equivalents	1,271	1,621
	1,495	1,751
<b>Financial liabilities measured at amortised cost</b>		
	2018 £'000	2017 £'000
Trade and other payables	101	179

# NOTICE OF ANNUAL GENERAL MEETING

for the year ended 31 December 2018

Notice is hereby given that the Annual General Meeting of Stilo International plc (the “Company”) will be held at the offices of RSM UK Audit LLP, 25 Farringdon Street, London EC4A 4AB on 23 May 2019 at 11.30 am to transact the following business:

## ORDINARY BUSINESS

To consider as ordinary business and, if thought fit, pass the following resolutions which will be proposed as ordinary resolutions.

### Accounts

*Resolution 1:* To receive and consider the Company’s annual accounts for the year ended 31 December 2018, together with the Directors’ report and Auditors report thereon.

### Final Dividend

*Resolution 2:* To declare a final dividend of 0.06 pence per ordinary share for the financial year ended 31 December 2018.

### Auditors

*Resolution 3:* To reappoint RSM UK Audit LLP, Registered Auditors as Auditors to the company from the conclusion of the meeting until the conclusion of the next Annual General Meeting at which the accounts for the Company are presented, and to authorise the Board of Directors to fix their remuneration.

## SPECIAL BUSINESS

To consider as special business and, if thought fit, pass the following resolutions, of which resolution 4 will be proposed as an ordinary resolution, and resolutions 5 to 6 as special resolutions.

*Resolution 4:* That the directors of the Company be and they are hereby generally and unconditionally authorised for the purposes of section 551 of the Companies Act 2006 (the “2006 Act”) to exercise all the powers of the Company to allot shares and grant rights to subscribe for, or convert any security into, shares:

- a) up to an aggregate nominal amount (within the meaning of section 551(3) and (6) of the 2006 Act) of £379,768; and
- b) comprising equity securities (as defined in section 560 of the 2006 Act) up to an aggregate nominal amount (when added to any allotments made under (a) above) of £759,536 in connection with or pursuant to an offer or invitation by way of a rights issue in favour of holders of ordinary shares in proportion (as nearly as practicable) to the respective number of ordinary shares held by them on the record date for such allotment (and holders of any other class of equity securities entitled to participate therein or, if the directors consider it necessary, as permitted by the rights of those securities), but subject to such exclusions or other arrangements as the directors may consider necessary or appropriate to deal with fractional entitlements, treasury shares, record dates or legal, regulatory or practical difficulties which may arise under the laws of, or the requirements of, any regulatory body or stock exchange in any territory.

This authority shall be in substitution for and shall replace any existing authorities and shall expire at the conclusion of the next Annual General Meeting, save that the Company may before such expiry make offers or agreements which would or might require shares to be allotted or rights to be granted after such expiry.

# NOTICE OF ANNUAL GENERAL MEETING

for the year ended 31 December 2018

*Resolution 5:* That, subject to the passing of resolution 5, the directors of the Company be and they are hereby empowered pursuant to section 570 of the Companies Act 2006 (the “2006 Act”) to allot equity securities (as defined in section 560 of the 2006 Act) of the Company for cash pursuant to the authority conferred by resolution 5 as if section 561 of the 2006 Act did not apply to any such allotment, provided that this power shall be limited to the allotment of equity securities for cash:

- a) in connection with or pursuant to an offer or invitation (but in the case of the authority granted under resolution 6(b), by way of a rights issue only) in favour of holders of ordinary shares in proportion (as nearly as practicable) to the respective number of ordinary shares held by them on the record date for such allotment (and holders of any other class of equity securities entitled to participate therein or if the director consider it necessary, as permitted by the rights of those securities) but subject to such exclusions or other arrangements as the directors may deem necessary or appropriate to deal with fractional entitlements, treasury shares, record dates or legal, regulatory or practical difficulties which may arise under the laws of, or the requirements of, any regulatory body or stock exchange in any territory or otherwise howsoever; and territory or otherwise howsoever; and
- b) in the case of the authority granted under resolution 5(a) above, and otherwise than pursuant to paragraph (a) of this resolution, for cash up to an aggregate nominal amount of £113,930 being approximately (and not more than) 10% of the Company’s issued ordinary share capital (excluding treasury shares) as at the date of the Notice of this meeting.

This power shall expire at the conclusion of the next Annual General Meeting, save that the Company may before such expiry make offers or agreements which would or might require equity securities to be allotted after such expiry.

*Resolution 6:* That the Company be generally and unconditionally authorised to make market purchases (within the meaning of section 693(4) of the Act) of ordinary shares with nominal value of 1 penny each of the Company, on such terms and in such manner as the directors may from time to time determine, provided that:

- a) the maximum number of ordinary shares of 1 penny nominal value hereby authorised to be purchased is 11,393,047;
- b) the minimum price, exclusive of any expenses, which may be paid for an ordinary share is 1 penny;
- c) the maximum price, exclusive of any expenses, which may be paid for any such share is an amount equal to 105% of the average of the middle market quotations for an ordinary share in the Company taken from the London Stock Exchange Daily Official List for the five business days immediately preceding the date on which such share is contracted to be purchased;
- d) any ordinary shares purchased pursuant to this authority shall be cancelled, or, if the directors so determine, held as treasury shares;
- e) the authority hereby conferred shall expire on the close of the next Annual General Meeting of the Company or, if earlier, on 23 August 2020 unless previously renewed, revoked or varied by the Company in general meeting; and
- f) the Company may make a contract for the purchase of its ordinary shares under this authority before the expiry of this authority which would or might be executed wholly or partly after the expiry of such authority and may make purchases of its ordinary shares in pursuance of such a contract as if such authority had not expired.

By order of the Board

**Liam O’Donoghue, Company Secretary**  
13 March 2019

# NOTICE OF ANNUAL GENERAL MEETING

for the year ended 31 December 2018

## NOTES:

- 1 Members are entitled to appoint a proxy to exercise all or any of their rights to attend and to speak and vote on their behalf at the meeting. A shareholder may appoint more than one proxy in relation to the Annual General Meeting provided that each proxy is appointed to exercise the rights attached to a different share or shares held by that shareholder. Where more than one proxy is appointed, a member must specify the number of shares the rights in respect of which each proxy is entitled to exercise. A proxy need not be a shareholder of the Company.
- 2 To be effective, the proxy vote must be submitted at [www.signalshares.com](http://www.signalshares.com) so as to have been received by the Company's registrars at 11.30 am on 21 May 2019. Any power of attorney or other authority under which the proxy is submitted must be returned to the Company's Registrars, Link Asset Services, PXS1, 34 Beckenham Road, Beckenham, Kent, BR3 4ZF. If a paper form of proxy is requested from the registrar, it should be completed and returned to Link Asset Services, PXS1, 34 Beckenham Road, Beckenham, Kent, BR3 4ZF to be received not less than 48 hours before the time of the meeting.
- 3 You may vote your shares electronically at [www.signalshares.com](http://www.signalshares.com). On the home page, search 'Stilo International plc' and then log in or register, using your Investor Code. To vote, click on the 'Vote Online Now' button. Your Investor code can be found on your share certificate. The submission of a proxy vote will not prevent a shareholder attending the Annual General Meeting and voting in person if he/she wishes to do so. You may request a hard copy form of proxy directly from the registrars, Link Asset Services on Tel: 0371 664 0300. Calls cost 12 pence per minute plus your phone company's access charge. Calls from outside the United Kingdom will be charged at the applicable International rate. Lines are open between 9.00 am – 5.30 pm GMT, Monday to Friday excluding public holidays in England and Wales.
- 4 CREST members who wish to appoint a proxy or proxies through the CREST electronic proxy appointment service may do so by using the procedures described in the CREST Manual. CREST Personal Members or other CREST sponsored members, and those CREST members who have appointed a voting service provider(s), should refer to their CREST sponsor or voting service provider(s), who will be able to take the appropriate action on their behalf.
- 5 In order for a proxy appointment or instruction made using the CREST service to be valid, the appropriate CREST message (a "CREST Proxy Instruction") must be properly authenticated in accordance with Euroclear UK & Ireland's specifications and must contain the information required for such instruction, as described in the CREST Manual (available via [www.euroclear.com/CREST](http://www.euroclear.com/CREST)). The message, regardless of whether it constitutes the appointment of a proxy or an amendment to the instruction given to a previously appointed proxy must, in order to be valid, be transmitted so as to be received by the issuer's agent (ID RA10) by the latest time(s) for receipt of proxy appointments specified in the notice of meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp applied to the message by the CREST Application Host) from which the issuer's agent is able to retrieve the message by enquiry to CREST in the manner prescribed by CREST. After this time any change of instructions to proxies appointed through CREST should be communicated to the appointee through other means.
- 6 CREST members and, where applicable, their CREST sponsors or voting service providers should note that Euroclear UK & Ireland does not make available special procedures in CREST for any particular messages. Normal system timings and limitations will therefore apply in relation to the input of CREST Proxy Instructions. It is the responsibility of the CREST member concerned to take (or, if the CREST member is a CREST personal member or sponsored member or has appointed a voting service provider(s), to procure that his CREST sponsor or voting service provider(s) take(s)) such action as shall be necessary to ensure that a message is transmitted by means of the CREST system by any particular time. In this connection, CREST members and, where applicable, their CREST sponsors or voting service providers are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings.
- 7 The Company may treat as invalid a CREST Proxy Instruction in the circumstances set out in Regulation 35(5) (a) of the Uncertificated Securities Regulations 2001.
- 8 Any corporation which is a member can appoint one or more corporate representatives who may exercise on its behalf all of its powers as a member provided that they do not do so in relation to the same shares.
- 9 Copies of the following documents are available for inspection at the registered office of the Company during normal business hours (excluding weekends and public holidays) from the date of this notice until the conclusion of the AGM, and will also be available for inspection at the place of the AGM from 15 minutes before it is held until its conclusion:
  - a. service contracts of the executive directors with the Company or any of its subsidiary undertakings;
  - b. letters of appointment of the non-executive directors of the Company;
  - c. the register of interests of the Directors and their families in the share capital of the Company.

# NOTICE OF ANNUAL GENERAL MEETING

for the year ended 31 December 2018

## EXPLANATORY NOTES TO THE RESOLUTIONS

The notes on this page give an explanation of the proposed resolutions. **Resolutions 1 to 4 are proposed as ordinary resolutions.** This means that for each of those resolutions to be passed, more than half the votes cast must be in favour of the resolution. **Resolutions 5 to 6 are proposed as special resolutions.** This means that for this resolution to be passed, at least three quarters of the votes cast must be in favour of the resolution.

## ORDINARY BUSINESS

### Resolution 1: To receive and consider the Company's annual accounts

The Directors present the accounts and the reports of the Directors and auditors for the year ended 31 December 2018.

### Resolution 2: Final Dividend

Final dividends are approved by shareholders but cannot be more than the amount recommended by the Directors. The Directors have recommended a final dividend for the year ended 31 December 2018 of 0.06 pence per ordinary share due and payable on 30 May 2019 to the shareholders on the register at close of business on 20 April 2019. This resolution seeks shareholder approval of the proposed dividend.

### Resolution 3: Reappointment and remuneration of auditors

It is proposed that RSM UK Audit LLP be re-appointed as auditors to the Company and that the Directors be authorised to determine their remuneration.

### Resolution 4: Authority to allot shares

This resolution proposes that the Directors' authority to allot shares be renewed. The authority previously given to the Directors at the last AGM of the Company will expire at this year's AGM. Under the Companies Act 2006, the Directors of the Company may only allot shares or grant rights to subscribe for or convert into shares if authorised to do so. Paragraph (a) of resolution 4 will allow the Directors to allot new shares or grant rights up to an aggregate nominal value of £379,768, which is equal to approximately one third of the total issued ordinary share capital of the Company as at the date of this notice (excluding treasury shares). In line with corporate governance guidelines, paragraph (b) will allow the Directors to allot equity securities up to an aggregate nominal amount (when added to allotments under part (a) of this resolution) of £759,536 where the allotment is in connection with a rights issue. These amounts represent approximately one third and two thirds respectively of the total issued ordinary share capital (excluding treasury shares) as at the date of this notice. As at the date of this notice, the Company did not hold any shares in treasury. If passed the authority given by this resolution will expire at the conclusion of the Company's next Annual General Meeting. The Directors have no present intention to allot new shares or grant rights (other than in respect of the Company's share option schemes and plans). The Directors may, however, consider doing so if they believe it would be appropriate in respect of business opportunities that may arise consistent with the Company's strategic objectives.

### Resolution 5: Disapplication of pre-emption rights

Under the Companies Act 2006, if the Directors wish to allot shares for cash (other than in connection with an employee share scheme) they must first offer them to existing shareholders in proportion to their holdings (a "pre-emption offer"). There may be occasions, however, when the Directors will need the flexibility to finance business opportunities by the issue of ordinary shares without making a pre-emption offer to existing shareholders. This resolution seeks to renew the Directors' power to allot equity securities in certain limited circumstances otherwise than in relation to a pre-emption offer. The power granted at the last AGM is due to expire at this year's AGM. Apart from pre-emption offers, the power is limited to the allotment of equity securities for cash up to an aggregate nominal value of £113,930 (being approximately – but not more than – 10% of the issued ordinary share capital (excluding treasury shares) as at the date of this notice). If given, this power will expire at the conclusion of the 2020 AGM. The Board does not intend to issue more than 7.5% of the issued share capital of the Company on a non-pre-emptive basis in any rolling three-year period. This is in line with corporate governance guidelines.

### Resolution 6: Authority to purchase ordinary shares

This resolution is to allow the Company authority to make market purchases of its own shares. The authority should not be taken to imply that shares will be purchased at any particular price or, indeed, at all, and the Board has no present intention of exercising this power but would wish to retain the flexibility to do so in the future. The authority will expire at the earlier of the conclusion of the next Annual General Meeting or 23 August 2020. The Board intends to seek renewal of this power at subsequent Annual General Meetings. The resolution specifies the maximum number of shares which may be purchased (representing approximately 10% of the Company's issued ordinary share capital as at 13 March 2019) and the maximum and minimum prices at which they may be bought, reflecting legal and regulatory requirements. Any purchases would only be made on the London Stock Exchange. The Directors have not yet decided whether such shares, if repurchased, would be cancelled or taken into treasury, and a decision would be taken in the light of prevailing circumstances. The Board will only exercise the power to make purchases of shares after consideration of the effects on earnings per share and the benefits for Shareholders generally.



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