

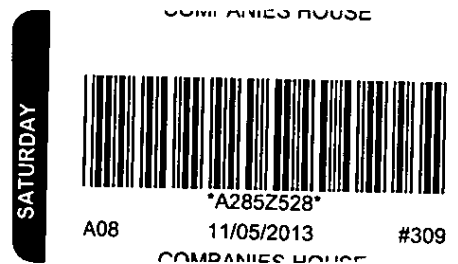
**THE SCIENCEBOOK TRUST**

**COMPANY REGISTRATION NUMBER 4960498**

**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS**

**YEAR ENDED 31 AUGUST 2012**

**CHARITY NUMBER 1103501**



**THE SCIENCEBOOK TRUST**

**COMPANY REGISTRATION NUMBER 4960498**

**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS**

**YEAR ENDED 31 AUGUST 2012**

**CHARITY NUMBER 1103501**

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**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS**

**YEAR ENDED 31 AUGUST 2012**

**CHARITY NUMBER 1103501**

**TRUSTEES ANNUAL REPORT**

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2012

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	The Sciencebook Trust (TST) re Oxfordshire Independent/State Schools Partnership (OISSP)
<b>Charity registration number</b>	1103501
<b>Company registration number</b>	4960498
<b>Registered office</b>	41 Cornmarket Street OXFORD OX1 3HA

**THE TRUSTEES**

The trustees who served the charity during the period were as follows

PA Bradstock

DR Walker

DJ Wilson

HR Lowe (Appointed as a trustee 25 April 2012)

MJ Dorey (Appointed as a trustee 25 April 2012)

K Lock (Appointed as a trustee 25 April 2012)

**Secretary**

HR Lowe



**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Sciencebook Trust (TST) (re The Oxfordshire Independent State Schools Partnership (OISSP)) is a registered charity and is also a company limited by guarantee. It is governed by the terms of its memorandum and articles of association. The day to day running of the charity's activities is delegated to the trustees and the Project Director. The activity is overseen by the trustees and an advisory board, which in addition to the trustees, includes representatives from organisations working in areas directly related to the charitable objective.

On 1<sup>st</sup> February 2012 OISSP gained Companies House and Charity Commission approval for a change of name to The Sciencebook Trust and amended its amended objects.

In meeting its charitable objects, The Sciencebook Trust has worked collaboratively with The University of Oxford Smith School Of Enterprise and the Environment (SSEE), The Natural Environment Research Council (NERC) and has received support from the International Space Innovation Centre (ISIC), The Westmill Wind Farm Co-operative and Science Oxford (The Oxford Trust)

**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS****YEAR ENDED 31 AUGUST 2012****CHARITY NUMBER 1103501****Trustees Annual Report (continued)****OBJECTIVES AND ACTIVITIES****Objective:** TST will

Inspire young people to become scientists, researchers, technologists and innovators equipped to address climate change and sustainability

**Core Activity:** TST will

- Combine the expertise and vision of research, education, government and business
- Make this knowledge accessible to the target audience through a relevant online resource
- Market the resource through electronic channels including social media
- Promote Sciencebook content through live events

**TST (re OISSP)**

Over the past 15 years or so the OISSP has played an inspirational role in Oxfordshire's Education System by demonstrating the value of collaboration between State and Independent Schools to benefit both students and teachers. A wide range of extra-curricular activities from citizenship and creativity to modern languages, science and engineering were carried out with resources part funded by Government and matched by significant voluntary effort from the partnership schools. However, with profound changes in education taking place and after due consideration and consultation, the Trustees of OISSP concluded in 2011 that the Partnership could no longer rely on State funding and should consider its future.

The OISSP at this stage had two residual assets, a track record and network for promoting excellence in Science in Oxfordshire Secondary Schools and an innovative web-based approach ([www.sciencebook.org.uk](http://www.sciencebook.org.uk)) to enhance education on environmental issues. The OISSP Trustees are proud to have secured both of these assets by transferring relevant resources to The Oxford Trust, a well-established charity working to promote science and technology, and by restructuring the OISSP (renamed The Sciencebook Trust) to enable new trustees to focus and build on the Sciencebook project.

**ACHIEVEMENTS AND PERFORMANCE**

TST is a dynamic organisation based in Oxfordshire. It is now taking forwards [www.sciencebook.org.uk](http://www.sciencebook.org.uk), the free online resource for young people packed with vibrant, verified and easily accessible content focusing on the core themes of climate change, sustainability and innovation. This online resource is inspired by the expertise of scientists, researchers, innovating companies and other environmental organisations. At the heart of TST is a passionate desire to inspire young people, from all backgrounds to become scientists, researchers, technologists and innovators equipped to address the future challenges and opportunities of climate change and sustainability.

The need for our young people to have access to knowledge and understanding in these areas has not only been raised by Oxfordshire teachers at the annual Association of Science Education conference, but has been identified through the research and recommendations of The Expert Panel for the National Curriculum review<sup>1</sup>. This calls for an

<sup>1</sup> (London Department for Education) Dec 2011

## TRUSTEES FINAL REPORT AND FINAL ACCOUNTS

YEAR ENDED 31 AUGUST 2012

CHARITY NUMBER 1103501

Trustees Annual Report (*continued*)

inspired curriculum also able to 'promote understanding of sustainability in the stewardship of resources locally, nationally and globally' In 2009 The Economic and Social Research Council identified a need 'to inspire more young people from all backgrounds to study 'A' Level science and beyond'<sup>2</sup> and Nobel laureate, Harry Kroto (2007) called for 'engineers, scientists and the scientifically literate general population to raise understanding of key facts about the state of the environment'

The Sciencebook Trust is responding to this identified need for knowledge, understanding and engagement by reaching young people, teachers, scientists, researchers and companies through [www.sciencebook.org.uk](http://www.sciencebook.org.uk), through events, presentations and competitions This work is underpinned by TST's value of inspired learning and experiences for all young people, which will help them to build positive attitudes and practical responses towards the changing environment TST trustees bring to the Trust their expertise in a range of fields including education and teaching, conservation management, energy auditing, community engagement, media and communications management

**Key achievements include the following 2011-2012:**

- Bringing the online resource [www.sciencebook.org.uk](http://www.sciencebook.org.uk) to every Oxfordshire secondary school
- Climate Week competition (March 2011) with prizes donated by The Trevor Baylis Foundation, Ecotocity, and Cambridge University Press among others and entries sent in through [www.sciencebook.org.uk](http://www.sciencebook.org.uk)
- Working with The Natural Environment Research Council (NERC) to introduce young people to Earth observation and the space innovations with in-kind support from The Space Geodesy Facility (SGF), The International Space Innovation Centre (ISIC), The UK Space Agency, and The University of Reading
- March 2012 'Eyes in the Sky' live event at The International Space Innovation Centre (ISIC) in Oxfordshire, with an audience of 71 teachers, science, technology, engineering and mathematics (STEM) researchers and ambassadors, company representatives and accompanied young people Guest speakers Vicky Smith of The Space Geodesy Facility, Poppy Leeder of NERC, Dr Chns Davis of Reading University, Jon Blower of ISIC and Jeremy Curtis Head of Education at the UK Space Agency, treated the audience to an evening of Laser ranging, Earth Observation, data visualisation and research, telescope and satellite technology, space weather and opportunities within the growing UK and European space sector The Cooperative Supermarket made a generous contribution towards refreshments This event launched the 'Eyes in the Sky' chapter of [www.sciencebook.org.uk](http://www.sciencebook.org.uk)
- Development of the Sciencebook renewable energy event hosted by The Westmill Wind Farm, Oxfordshire, with presentations and Q&A by Tobí Kellner (Centre for Alternative Technology), Adam Twine (Initiator of The Westmill Wind Farm Co-operative) and Matt Reeves's (The Good Energy Group) June 2012
- A visit to Oxfordshire schools by Astrum Satellites' Victoria Hodges (June 2012) Over 300 secondary level pupils from Oxford Spires Academy and Abingdon School were introduced to satellite technologies innovative spin-offs and Earth observation
- Feedback collected and collated of all events and activities for evaluation and action planning and to support communications, promotion and TST organisational capacity building

<sup>2</sup> – Identified by Economic and Social Research Council 2009 and Royal Society Report (2011)

**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS****YEAR ENDED 31 AUGUST 2012****CHARITY NUMBER 1103501****Trustees Annual Report (continued)****The Sciencebook Trust Website**

www.sciencebook.org.uk is now the main online presence for TST. Legacy information regarding OISSP has continued to be available through www.oissp.org.uk, which will eventually be archived within www.sciencebook.org.uk. This online resource and information portal is a key mechanism through which the aims and objectives of TST are achieved and communicated.

**FINANCIAL REVIEW**

TST has continued to operate at a low maintenance level during 2011 to 2012 but has been developing its core strategy for capacity building such that young people of all backgrounds can take full advantage of TST events, activities and opportunities. To this end TST continues to build and strengthen its network of partners and supporters able to help promote the core knowledge, understanding and skills associated with the core TST themes of climate change, sustainability and innovation.

**PLANS FOR FUTURE PERIODS**

TST trustees acknowledge the continuing constraints on external funding due to the current economic climate and the financial and curriculum pressures on schools due to changing political objectives. In light of these factors, fundraising, the seeking of sponsorship and the accessing of in-kind support have become priorities of TST. In-kind and voluntary support continues to be of importance to TST.

**RESPONSIBILITIES OF THE TRUSTEES**

The trustees (who are also the directors of The Sciencebook Trust for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the Charities SORP,
- Make judgements and estimates that are reasonable and prudent,
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE SCIENCEBOOK TRUST**

**COMPANY REGISTRATION NUMBER 4960498**

**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS**

**YEAR ENDED 31 AUGUST 2012**

**CHARITY NUMBER 1103501**

**Trustees Annual Report (*continued*)**

**SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

Registered office  
41 Commarket Street  
OXFORD  
OX1 3HA

Signed on behalf of the trustees

A handwritten signature in black ink, appearing to read 'HR Lowe', with a horizontal line extending to the right.

HR Lowe  
Company Secretary  
7<sup>th</sup> May 2013

**TRUSTEES FINAL REPORT AND FINAL ACCOUNTS**

**YEAR ENDED 31 AUGUST 2012**

**CHARITY NUMBER 1103501**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE SCIENCEBOOK TRUST**

**YEAR ENDED 31 AUGUST 2012**

I report on the accounts of the charity for the year ended 31 August 2012 set out on pages 8 to 13

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charity's trustees (who are also the directors of The Sciencebook Trust for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the

Charities Act 1993 (the 1993 Act), as amended by section 28 of the Charities Act 2006) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- Examine the accounts (under section 43(3)(a) of the 1993 Act, as amended),
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, as amended), and
- To state whether particular matters have come to my attention

**BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a 'true and fair view'

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention

(1) Which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that

- Proper accounting records are kept (in accordance with section 386 of the Companies Act 2006), and
- Accounts are prepared which agree with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities, or

(2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Victoria Wing  
UL IT Finance Controller

Independent examiner



## TRUSTEES FINAL REPORT AND FINAL ACCOUNTS

YEAR ENDED 31 AUGUST 2012

CHARITY NUMBER 1103501

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 AUGUST 2012

YEAR ENDED 31 AUGUST 2012	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds					
Voluntary income	2	675	5,400	6,075	775
Investment income	3	35	-	35	79
<b>TOTAL INCOMING RESOURCES</b>		<b>710</b>	<b>5,400</b>	<b>6,110</b>	<b>854</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	4 & 5	- 24,829	- 3,765	- 28,594	- 25,763
Governance costs	6	- 114	-	- 114	- 945
<b>TOTAL RESOURCES EXPENDED</b>		<b>- 24,943</b>	<b>- 3,765</b>	<b>- 28,708</b>	<b>- 26,708</b>
<b>NET OUTGOING RESOURCES FOR THE YEAR/NET EXPENDITURE FOR THE YEAR</b>					
		<b>- 24,233</b>	<b>1,635</b>	<b>- 22,598</b>	<b>- 25,854</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		28,884	-	28,884	54,738
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>4,651</b>	<b>1,635</b>	<b>6,286</b>	<b>28,884</b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

## TRUSTEES FINAL REPORT AND FINAL ACCOUNTS

YEAR ENDED 31 AUGUST 2012

CHARITY NUMBER 1103501

## BALANCE SHEET

31 AUGUST 2012

## BALANCE SHEET

31st August 2012	Note	2012		2011	
		£	£	£	£
<b>FIXED ASSETS</b>	<b>8</b>				
Intangible assets			4,022		4,022
Depreciation			805		
<b>CURRENT ASSETS</b>					
Debtors	<b>9</b>			10	
Cash at bank		<u>3,331</u>		<u>25,752</u>	
		3,331		25,762	
<b>CREDITORS</b> Amounts falling due within one year			262		900
<b>NET CURRENT ASSETS</b>			3,069		24,862
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>6,286</u>		<u>28,884</u>
<b>NET ASSETS</b>			<u>6,286</u>		<u>28,884</u>
<b>FUNDS</b>					
Restricted income funds	<b>11</b>		-		-
Unrestricted income funds	<b>12</b>		<u>6,286</u>		<u>28,884</u>
<b>TOTAL FUNDS</b>			<u>6,286</u>		<u>28,884</u>

The trustees are satisfied that the charity is entitled to exemption from the provision of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476(1) of the Act

The trustees acknowledge their responsibilities for

- (i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

These financial statements were approved by the trustees on the 7<sup>th</sup> May 2013 and are signed on their behalf by

K Lock



M J Dorey



## TRUSTEES FINAL REPORT AND FINAL ACCOUNTS

YEAR ENDED 31 AUGUST 2012

CHARITY NUMBER 1103501

## NOTES TO THE FINANCIAL STATEMENTS

**1. Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the applicable United Kingdom accounting standards, the statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006

**Cash flow statement**

The trustees have taken advantage of the exemption in the Financial Reporting Standard No1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small

**Grants**

Grants received are credited to the income and expenditure account in the period in which they are received, saving those amounts which are intended to fund expenditure in the future accounting periods, which are deferred

**Amortisation**

Amortisation is calculated so as to write off the cost of an asset over the useful economic life of the asset as follows

Website – 5 years

**2. VOLUNTARY INCOME**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
<b>Donations and sponsorship</b>				
Donations	-	5,400	5,400	775
Grants receivable	<u>675</u>	-	<u>675</u>	-
Total	<u>675</u>	<u>5,400</u>	<u>6,075</u>	<u>775</u>

**3. INVESTMENT INCOME**

	Unrestricted Funds £	Total Fund 2012 £	Total Funds 2011 £
Bank Interest Receivable	<u>35</u>	<u>35</u>	<u>79</u>

TRUSTEES FINAL REPORT AND FINAL ACCOUNTS

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4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Fund 2012 £	Total Funds 2011 £
Science Partnership Costs	<u>24,829</u>	<u>3,765</u>	<u>28,594</u>	<u>25,763</u>

5. COST OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Unrestricted Funds £	Restricted Funds £	Total Fund 2012 £	Total Funds 2011 £
Science Partnership Costs	<u>24,829</u>	<u>3,765</u>	<u>28,594</u>	<u>25,763</u>

6. GOVERNANCE COSTS

	Unrestricted Funds £	Total Fund 2012 £	Total Funds 2011 £
Accountancy Fees	<u>114</u>	<u>114</u>	<u>945</u>

7. STAFF COSTS AND EMOLUMENTS

No salaries or wages have been paid to employees, including the trustees, during the year

8. INTANGIBLE FIXED ASSETS

<b>COST</b>	<b>Website £</b>
At 31 August 2011	4,022
<b>AMORTISATION</b>	
1 September 2011 to 31 August 2012	(805)
<b>NET BOOK VALUE</b>	
At 31 August 2012-12-02	<u>3,217</u>

9. DEBTORS

	2012 £	2011 £
Prepayments Interest	<u>0</u>	<u>10</u>

TRUSTEES FINAL REPORT AND FINAL ACCOUNTS

YEAR ENDED 31 AUGUST 2012

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10. CREDITORS: Amounts falling due within one year

	2012 £	2011 £
<b>Accruals</b>		
Event Fee	250	
Accountants Filing Fee	<u>12</u>	<u>900</u>
<b>Total Accruals</b>	<u>262</u>	<u>900</u>

11. RESTRICTED INCOME FUNDS

Balance at 1 September 2011 £	Outgoing Resources £	Balance at 31 August 2012 £
-	-	-

12. UNRESTRICTED INCOME FUNDS

	Balance at 1 September 2011 £	Incoming Resources £	Outgoing Resources £	Balance at 31 August 2012 £
General Funds	<u>28,884</u>	<u>6,110</u>	<u>(28,708)</u>	<u>6,286</u>

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Intangible Fixed Assets £	Net Current Assets £	Total £
Unrestricted Income Funds	<u>3,217</u>	<u>3,069</u>	<u>6,286</u>
<b>Total Funds</b>	<u>3,217</u>	<u>3,069</u>	<u>6,286</u>

14. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have share capital. The members agree to contribute a sum to the assets of the company, not exceeding £1 each, in the event of being wound up.