# THE SCOTTISH BUSINESS ACHIEVEMENT AWARD TRUST LIMITED

### REPORT AND FINANCIAL STATEMENTS FOR THE 18 MONTHS ENDED 31 AUGUST 2010

Company number SC077741

Scottish Charity number SC006586

TUESDAY

\*SUBPSUL6" SCT 31/05/2011 320 COMPANIES HOUSE

### Report and Financial Statements For the 18 months ended 31 August 2010

Contents	Page
Officers and professional advisers	2
Report of the directors	3 - 5
Independent auditor's report	6 - 7
Statement of financial activities	8
Balance sheet	ç
Notes to the financial statements	10 - 12

### Officers and Professional Advisers

### Directors

Chris Tiso - Chairman Henrietta Dundas Tom Flockhart Robert Graham David Hughes

### Secretary

D.W. Company Services Limited

### Registered Office and Solicitors

Dundas & Wilson CS LLP Saltire Court 20 Castle Terrace Edinburgh EH1 2EN

### **Bankers**

Bank of Scotland P.O. Box No 10 38 St Andrew Square Edinburgh EH2 2HZ

### **Independent Auditor**

Deloitte LLP Saltire Court 20 Castle Terrace Edinburgh EH1 2DB

### Report of the Directors

The directors present the financial statements for the 18 months ended 31 August 2010 and the auditor's report thereon. This directors' report has been prepared in accordance with the special provisions relating to small companies under the Companies Act 2006.

### **Change of Accounting Date**

The company has changed its accounting reference date from 28 February to 31 August. These financial statements cover the 18 month period from 1 March 2009 to 31 August 2010. The comparative period is for the year ended 28 February 2009.

### Objectives and Activities

The company is engaged in fund-raising for charitable purposes at the annual Scottish Business Achievement Award Lunch. The guidelines that are adopted for the selection of charities are clearly defined. The organisation must be registered as a charity with HMRC; it must be registered as a charity and not a grant-making trust; the charity should be based in Scotland and run for the benefit of disabled or disadvantaged persons in Scotland.

#### Financial Review and Performance

As a result of the change of accounting date these financial statements include both the 2009 lunch held on 29 May 2009 and the 2010 lunch held on 14 May 2010. Both events were held at Prestonfield House. The surplus before donations for the period was £78,758 (year ended 28 February 2009 - £114,350). The reduction in surplus before donations for the period is due to a reduction in monies raised at the auctions (note 3) due to the scale of the lunches being reduced as a result of economic conditions. During the period the company made donations to Scottish charities of £125,000 (year ended 28 February 2009 - £100,000). The deficit after donations was £46,242 (2009 - surplus of £14,350). The total funds carried forward are £55,057 (2009 - £101,299). The directors are not authorised to declare dividends.

### **Directors**

The directors who held office during the period were as follows: -

Chris Tiso - Chairman
Henrietta Dundas
Tom Flockhart
David Hughes
Robert Graham (appointed 3 September 2009)
Natasha Fullerton (appointed 3 September 2009; resigned 23 May 2011)
John A B Kennedy (resigned 3 September 2009)
Sir Tom Farmer CBE (resigned 16 November 2009)
Malcolm Scott (resigned 16 November 2009)
Richard Findlay (resigned 11 May 2009)

Appointments to the board of directors are by nomination by the existing directors. Appointments are ratified by the membership of the company in the Annual General Meeting. The directors are also the trustees for charity law.

### Structure and Governance

The company is a charitable trust limited by guarantee and registered as a Charity (number SC006586) with HMRC. There are no shares in the company as it is limited by guarantee.

### Report of the Directors (continued)

### Risk Management

The directors have assessed the major risks to which the company is exposed and are satisfied that systems are in place to minimise exposure to those risks. The major risk is deemed to be the financial exposure relating to the funding of the annual luncheon should a sponsor not be found or not be able to meet its commitments.

The directors consider this risk to be minimal. In any event the company retains a level of reserves to enable it to meet any unforeseen obligations which may arise. This level of reserves has been maintained for many years and is considered to be prudent.

The directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. In particular, the directors do not approve donations to be paid unless there are adequate resources received from the company's activities to cover such donations. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts.

### **Investment Policy**

The company does not invest its funds other than on standard bank deposit accounts. The directors do not envisage this policy changing. The directors actively seek to maximise the company's return from its bank deposits.

### **Reserves Policy**

The directors retain sufficient reserves to ensure that the company is able to meet its objectives and liabilities. The financial position of the company and the results from its activities during the period are stated in the accounts and the directors consider the financial position to be sound.

#### Plans for the Future

The directors aim to continue to raise funds for qualifying charities. No major changes to the structure or activities of the company are anticipated.

### Report of the Directors (continued)

### Directors' responsibilities statement

The directors are responsible for preparing the 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 directors 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 directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Auditor

In the case of the directors of the company at the date when this report was approved -

- So far as the directors are aware there is no relevant audit information for which the company's auditor is aware; and
- The directors have taken all steps that they ought to have taken as directors to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of Section 418 of the Companies Act 2006.

A resolution to re-appoint Deloitte LLP as auditors in accordance with Section 485 of the Companies Act 2006 will be proposed at the Annual General Meeting.

By order of the Board

D.W. Company Services Limited

Attorney for

Secretary

3| May 2011

### INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS OF THE SCOTTISH BUSINESS ACHIEVEMENT AWARD TRUST LIMITED

We have audited the financial statements of The Scottish Business Achievement Award Trust Limited for the period from 1 March 2009 to 31 August 2010 which comprise the statement of financial activities (including the income and expenditure account), the balance sheet and the related notes 1 to 9. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's directors, as a body, in accordance with section 44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and the directors those matters we are required to state to them in an auditors' 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 charitable company, the charitable company's members as a body, and the charitable company's directors, as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of directors and auditor

The responsibilities of the directors, who are also the trustees of the charity, for preparing the report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view, are set out in the directors' responsibilities statement.

We have been appointed auditors under section 44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with those Acts. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdon Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006. We also report to you whether in our opinion the information given in the directors' report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charitable company has not kept proper accounting records, if the charity's financial statements are not in agreement with these accounting records, if we have not received all the information and explanations we require for our audit, or if certain disclosures of directors' remuneration specificed by law are not made.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.

#### Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

# INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS AND MEMBERS OF THE SCOTTISH BUSINESS ACHIEVEMENT AWARD TRUST LIMITED (CONTINUED)

### Opinion

### In our opinion:

- the financial statements give a true and fair view of the state of the charitable company's
  affairs as at 31 August 2010 and of the charitable company's incoming resources and
  application of resources, including its income and expenditure, for the period from 1 March
  2009 to 31 August 2010;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006, the
   Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006; and
- the information given in the report of the directors is consistent with the financial statements.

Svan Formater

Susan Forrester CA (Senior Statutory Auditor)
for and on behalf of Deloitte LLP
Chartered Accountants and Statutory Auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Edinburgh
United Kingdom

31 May 2011

# Statement of Financial Activities (including the Income and Expenditure Account) for the 18 months ended 31 August 2010

		18 Months ended 31 August 2010	Year ended 28 February 2009
	Note	£	£
Incoming resources			
Activities for generating funds	3	184,238	264,467
Interest received	_	1,250	6,133
Gift in kind	6	1,000	1,000
Total incoming resources		186,488	271,600
Resources expended			
Donations to Scottish charities	9	(125,000)	(100,000)
Costs of generating voluntary income	4	(106,730)	(156,250)
Governance costs	6	(1,000)	(1,000)
Total resources expended		(232,730)	(257,250)
Movement in total funds – (deficit) / surplus fo	г	-	
the period / year		(46,242)	14,350
Total funds brought forward		101,299	86,949
Total funds carried forward		55,057	101,299

All funds are unrestricted. The funds are expendable at the discretion of the board in furtherance of the charity's objectives.

All operations are continuing. The company has no recognised gains and losses other than the results above for the current period and prior year and therefore no separate statement of total recognised gains and losses has been presented.

### Balance sheet at 31 August 2010

	31 August 2010 £	28 February 2009 £
CURRENT ASSETS		
Debtors	20,865	1,974
Cash at bank and in hand	89,192	99,325
Total current assets	110,057	101,299
Creditors: amounts due within one year		
Donations payable	(55,000)	
Net assets	55,057	101,299
Represented by the Accumulated Surplus on the Statement of Financial Activities:		
Balance brought forward	101,299	86,949
(Deficit) / surplus for the period / year	(46,242)	14,350
Balance carried forward at 31 August 2010	55,057	101,299

The financial statements of The Scottish Business Achievement Award Trust Limited (registered number SC077741) were approved by the directors and authorised for issue on 3/ May 2011.

Signed on behalf of the Board of Directors

**David Hughes** 

Director

## Notes to the financial statements for the 18 month period ended 31 August 2010

#### 1 Guarantee

The members of the company have agreed to contribute £1 each to the assets of the company in the event of it being wound up.

### 2 Accounting policies

The financial statements are prepared in accordance with applicable United Kingdom accounting standards and the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) (revised 2005). The particular accounting policies adopted are described below and have been applied consistently throughout the current period and preceding year.

Accounting convention - The financial statements are prepared under the historical cost convention.

The company's business activities, together with the factors likely to affect its future prospects, are discussed in the report of the directors on pages three and four. The directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and financial statements.

Incoming resources - Incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended - All expenditure is accounted for on an accruals basis. Donations payable are recognised on approval by the Board of Directors and communication of an award to the recipients.

### 3 Activities for generating funds

	18 Months ended 31 August 2010 £	Year ended 28 February 2009 £
Sale of lunch tickets	76,440	71,500
Raffle and auction	74,442	134,812
Donations, advertising and sponsorship	33,356	58,155
	184,238	264,467

# Notes to the financial statements for the 18 month period ended 31 August 2010 (continued)

### 4 Costs of generating voluntary income

	18 Months ended 31 August 2010 £	Year ended 28 February 2009 £
Lunch costs Sundry	106,730	155,685 565
	106,730	156,250

### 5 Charitable Activities Expenditure

No trustee received any remuneration or reimbursement of any expenses in this period or the preceding year.

### 6 Auditors' remuneration

Deloitte LLP undertake the audit of the Scottish Business Achievement Award Trust Limited on a pro bono basis. An amount of £1,000 (2009: £1,000) equivalent to the notional fee associated with this service is included as a gift in kind in the Statement of Financial Activities.

### 7 Taxation

No provision is made for taxation as the company is a charitable trust limited by guarantee recognised as a charity with HMRC.

### 8 Transactions with directors

During the period, certain directors of the company made donations and contributions to the company in the general course of the fund raising lunch.

# Notes to the financial statements for the 18 month period ended 31 August 2010 (continued)

### 9 Donations to Scottish charities

	18 Months ended 31 August 2010 £	Year ended 28 February 2009 £
Parkhead Youth Project	-	10,000
The Rock Trust	_	16,000
Alzheimer Scotland		16,000
NSF Scotland	•	10,000
Revive Scotland – MS Support	-	16,000
Cyrenians	17,500	16,000
Deafblind Scotland	17,500	16,000
Aberdeen Foyer	17,500	-
Venture Trust	17,500	-
CYP Scotwest	7,000	_
Sense Scotland	7,000	-
Waverley Care	5,000	_
The Princess Royal Trust for Carers	5,000	-
Children 1 <sup>st</sup>	5,000	-
St. Andrew's Children's Society	5,000	-
CLIC Sargent	5,000	_
Special Needs Information Point	5,000	-
The Eric Liddell Centre	3,000	-
Dunedin School	3,000	_
Fairbridge	3,000	_
Parent to Parent	2,000	
	125,000	100,000