

Charity Registration No. SC035745

Company Registration No. SC267177 (Scotland)

**SCOTTISH AQUACULTURE RESEARCH FORUM**

**(SARF)**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 28 FEBRUARY 2007**

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Chairman</b>	Professor William Ritchie
<b>Trustees</b>	Iain Sutherland Jane Wright Andrew Wallace Ronald Stagg Douglas McLeod Richard Slaski Philip Gilmour John Webster David Sandison Ewan Gillespie Paul Williams David Bassett Kara Brydson Michael Cowling George Lees George Hamilton
<b>Secretary</b>	J & H Mitchell
<b>Charity number</b>	SC035745
<b>Company number</b>	SC267177
<b>Registered office</b>	Rowanbank 7 Atholl Gardens, Dunkeld, Perthshire. PH8 0AY
<b>Auditors</b>	Morris & Young Chartered Accountants & Registered Auditors 6 Atholl Crescent Perth PH1 5JN
<b>Bankers</b>	Royal Bank of Scotland, 84 Atholl Road, Pitlochry, Perthshire. PH16 5BJ
<b>Solicitors</b>	J & H Mitchell 51 Atholl Road Pitlochry Perthshire PH16 5BU

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# SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) CONTENTS

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# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT**

***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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The trustees present their report and the audited financial statements for the year ended 28 February 2007.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

### **STRUCTURE, GOVERNANCE & MANAGEMENT**

The charity is a company limited by guarantee.

### **GOVERNING DOCUMENT**

The company is governed by its Memorandum and Articles of Association, last amended 28 April 2004.

The trustees, who are also directors for the purposes of company law, who served during the year were:

Anton Edwards	(Resigned 31 March 2006)
Iain Sutherland	
Jane Wright	
Andrew Wallace	
Ronald Stagg	
Douglas McLeod	
Jon Harman	(Resigned 31 August 2006)
Richard Slaski	
Philip Gilmour	
John Webster	
David Sandison	
Ewan Gillespie	(Appointed 1 April 2006)
Paul Williams	(Appointed 1 August 2006)
David Bassett	
Kara Brydson	(Appointed 1 April 2006)
Michael Cowling	
George Lees	(Appointed 1 August 2006)
George Hamilton	

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### **RECRUITMENT AND APPOINTMENT OF TRUSTEES**

One SARF trustee, together with a designated alternate are recruited from each of our 16 Member organisations listed below. Trustees are also required to serve as members of the company under the Articles and are formally appointed as Company Directors, guaranteeing to contribute £1 in the event of the company being wound up. The Member organisation is responsible for selecting and nominating the candidates it wishes to serve on the SARF Board. Existing Board Members are informed of the nomination and, in the absence of substantive objection, the individual is appointed. There is no fixed term for SARF trustees. The Chairman is an independent appointee of the Board and the position is reviewed annually.

SARF Trustees are drawn from a broad range of interest groups including:

- The Scottish Executive Environment and Rural Affairs Department
- Scottish Environment Protection Agency
- Scottish Natural Heritage
- Highlands and Islands Enterprise
- Fisheries Research Services
- Scottish Environment Link

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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- The Crown Estate
- Seafish Industry Authority
- British Trout Association
- Association of Salmon Fisheries Boards
- Highland Council
- Rivers and Fisheries Trusts Scotland
- Scottish Salmon Producers Organisation
- Shetland Aquaculture
- Federation of Scottish Aquaculture Producers
- British Marine Finfish Association
- Association of Scottish Shellfish Growers

### **TRUSTEES INDUCTION AND TRAINING**

At the time of their appointment, all trustees are provided with an information pack containing:

- The Role of the Charity Trustee (Liddell, 2006<sup>1</sup>)
- Memorandum and Articles of Association
- Standard SARF confidentiality agreement
- The previous year's Board meeting and Annual General Meeting minutes
- The latest set of accounts
- The latest annual report

The Secretariat also provides an induction presentation providing details of the structure, function and status of SARF. Trustees are encouraged to attend workshops and training events relevant to their role with SARF. The Secretariat also provides specific advice and guidance to new trustees.

In addition to its normal cycle of Board meetings, SARF has also staged an internal workshop to encourage the development of specific areas of SARF business through designated task groups. This mechanism was found to be very effective and in future ad hoc workshops will take place to develop the Board's capabilities and take forward important work streams.

### **ORGANISATIONAL MANAGEMENT**

SARF is operated by a Board constituted by trustees who are also Company Directors. Board members are drawn from each of SARF's Member organisations and take overall responsibility for ensuring that SARF fulfils its stated aims and maintains the appropriate infrastructure for the effective, accountable and lawful conduct of the organisation. The Chairman is an independent appointee of the Board. The Company Secretary is J&H Mitchell Solicitors. Day to day management and administration of SARF is undertaken by the Secretariat, FRM Ltd. SARF accounts are compiled and audited by Morris and Young, Chartered Accountants.

The Board consists of 16 trustees together with a similar number of designated alternates who may act on behalf of a specified trustee in their absence. The Board has agreed that other relevant bodies shall have observational status and be invited to participate in normal board meetings. Trustees are drawn from a diverse range of SARF Member organisations including Government, local authorities, regulators, industry, environmental and fisheries non-governmental organisations (NGO's). As individuals the Trustees bring a combination of policy, technical and business expertise to the Board.

The Board meets twice each year: an AGM and Board Meeting take place in April with a further Board meeting in late Autumn. The main function of the April Board meeting is to select the project areas that will

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<sup>1</sup> Liddell, C. (2006) – The Role of the Charity Trustee (Unpublished).

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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be published as a call for proposals for research and development funding. The Autumn meeting is used to assess which of the proposals submitted should be supported by SARF. Sub-groups of the Board also meet on an ad hoc basis to address specific tasks agreed by the Board.

The Chairman and the Secretariat liaise regularly with respect to routine operational matters. All decisions related to policy, strategic development, project approvals and fundamental aspects of company business are referred to the Board.

In the absence of Board consensus on an issue, decisions are carried on the basis of a simple majority with the Chairman holding a casting vote.

### **RELATIONSHIP WITH RELATED PARTIES**

The trustees, who are also Directors for the purposes of company law, are each drawn from SARF Member organisations. All trustees are formally requested to declare any potential conflict interest prior to its discussion at a Board meeting. Exclusion of the Board member from further participation in discussions is at the Chairman's discretion. In instances where the Member organisation that a trustee represents has a vested interest in a research proposal, the trustee will remove themselves from the assessment and voting process in relation to that proposal. Directors are not permitted to be direct participants in a SARF project.

### **RISK MANAGEMENT**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. These risks are re-evaluated on an ongoing basis by the Secretariat and the Board is alerted to salient emerging issues.

### **OBJECTS, AIMS, OBJECTIVES AND PRINCIPAL ACTIVITIES**

The aims of SARF are:

- To promote, encourage and support scientific research and development in aquaculture and related areas. This includes research in the fields of environmental, economic and social impacts, technical and biological cultivation and health and welfare science.
- To enhance public understanding of aquaculture through the dissemination of research results in the public domain. This will include research exhibitions and on-line publications of investigations and results.
- SARF has a range of members including representatives from the aquaculture industry, government organisations, wild fish groups and environmental NGO's. The research undertaken will be across a broad range of areas and will be required to meet the collective needs of its members.

### **STRATEGIC AIM**

Through the support of research and the dissemination and publication thereof, promote and encourage a sustainable, diverse and economically viable aquaculture, based on the principles of stewardship, social responsibility and working within the carrying capacity of the environment, both locally and nationally and throughout its supply chain.

### **OBJECTIVES FOR THE YEAR**

- Commission research and development projects prioritised and agreed by the Board.
- Ensure the delivery of objective scientific research and development outputs from ongoing projects to underpin the sustainable development of aquaculture.

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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- Develop the educational remit of SARF.
- Stage a SARF Board workshop to discuss issues of good governance and develop strategic initiatives.

### **STRATEGIES FOR ACHIEVING STATED OBJECTIVES**

#### Commissioning research

SARF has established robust mechanisms for commissioning, managing and evaluating research and development projects. Prioritised research requirements are agreed by the Board in April and published as a call for proposals. Submitted proposals are subject to internal and external peer review, before being tabled for final assessment by the Board in the Autumn when funding decisions are taken.

In addition to SARF's established grant round, exceptionally, ad hoc proposal procedures have been established to permit high priority projects to be taken forward through a fast track mechanism.

#### Ensuring delivery

Successful proposals are contracted through SARF and their progress monitored according to agreed protocols.

Projects are encouraged to disseminate their results widely through appropriate media and fora. Final reports for projects are subject to internal and external peer review and, subject to commercial sensitivity, are published on the SARF website.

#### Developing educational remit

In addition to project dissemination activities, SARF is also planning an International conference in association with the Royal Society of Edinburgh (RSE) to take place in 2009. A working group has been tasked with taking this initiative forward.

#### Board Workshop

On 2nd March 2007 the SARF Board met at the Hilton Hotel, Dunkeld, Perthshire. Board members were allocated to one of three groups tasked with discussing and developing issues related to the good governance and strategic objectives of SARF, including; finance, educational role and research and development prioritisation.

### **PRINCIPAL ACTIVITY**

Appendix 1: provides a list of SARF sponsored research and development projects. Of the 27 projects commissioned since the inception of SARF, 7 are complete and 20 are ongoing.

### **REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR**

#### Operational Performance

All the principle objectives for 2006-07 were achieved.

In 2006-2007, SARF commissioned 14 projects with a total value of £1.166M and cost to SARF of £529K (45.4% of project costs).

In the same period, 22 SARF project meetings were conducted with 4 projects ending. All the projects completed in this financial year were graded as satisfactory or better.

With respect to the proposed International conference, a meeting has taken place between the SARF conference task group and representatives of the RSE. The SARF Secretariat is in the process of

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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compiling a draft conference programme to be submitted to the RSE for approval in May 2007. SARF will endeavour to raise additional external funds for this event.

The SARF chairman makes an annual presentation to the Ministerial Working Group on Aquaculture.

The Board workshop held in Dunkeld on 2<sup>nd</sup> March 2007 highlighted the need to:

#### Finance

- Develop a Board level risk assessment proforma
- Assess research council and other funding source opportunities
- Investigate the cost of advise regarding full exploitation of any IP opportunities which may arise
- Gain further insight into (internal) funding mechanisms within the Scottish Executive which may be relevant to SARF

#### Research and Development

- SARF proposal forms are to be updated to include requirement for a statement on how the project addresses SARF's stated aims and objectives, in addition to data management/implementation plans
- Develop a protocol for dealing with ad hoc / fast track proposals
- Consider a Rationale, Objective, Assessment, Monitoring and Evaluation (ROAME) style definition of SARF's activities to provide greater clarity and appropriate criteria against which the organisation can be evaluated more objectively.

#### Educational role

- Provide Member organisations with a web page, outlining SARF's role, remit and progress, together with a link to the SARF website
- Consider ways to ensure the contractual onus is on the contractor to disseminate the outcomes of projects in appropriate formats
- Convene a task group to steer development of the annual report, web site development, and related education and dissemination activities

### **FACTORS OUTSIDE THE CHARITY'S CONTROL AFFECTING OBJECTIVES**

Securing longer term financial stability is fundamental to SARF's continued success. Contributing SARF Members are encouraged to formalise their commitments to SARF through contracts and increase their sponsorship to reflect increasing costs.

The Crown Estate will be contributing progressively reduced funding to SARF over the next three years. Its initial contribution being for pump priming purposes when SARF was set up in 2004. Increasing resources from SEERAD have offset this reduction in funding, but SARF will need to continue to actively seek additional funding sources.

The government requirement for universities and research institutes to charge full economic cost for providing research will increase costs to SARF.

Delays in issuing SARF contracts for potential contractors have occurred in 2006-07 as a result of reluctance on the part of some contractors to agree the terms of the SARF contract. Specifically, those clauses requesting that they accept unlimited liability. The SARF Board will formally consider a range of alternative strategies for dealing with this issue.

Defra has been a significant co-funder of some SARF projects. The profile of aquaculture within Defra has diminished which, in combination with a reduced budget, will limit opportunities for future co-sponsorship of projects with SARF.



# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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### **FINANCIAL REVIEW AND RESULTS FOR THE YEAR**

Incoming funds include donations from member organisations for core funding and specific additional project funding. In total these donations have increased by £226,555 in the year to £603,765.

Expenditure on research has increased by £244,632 in the year to £355,286.

The overall result for the year is an increase in the total funds held of £205,111, which is transferred to reserves and gives an accumulated fund balance at 28 February 2007 of £714,834.

The reserves held comprise funding donations received which at the date of these accounts the company has no obligation to accrue the related research costs.

It is anticipated that the reserves will be used to fund research projects in future accounting periods.

### **FINANCIAL MANAGEMENT POLICIES**

FRM Ltd is responsible for the day-to-day management of SARF finance and has responsibility for ensuring that an effective system of internal financial control is maintained and operated in respect of SARF accounts.

The system of internal financial control is based on a framework of regular management information, periodic audit, administrative procedures including segregation of duties, and a system of delegation and accountability. In particular, it includes:

- the existence of an appropriate control environment, such as clearly defined management responsibilities and evidence of reaction to control failures;
- regular monitoring of financial activity, on a weekly basis by FRM's financial controller and on a monthly basis all transactions of more than £1,000 are agreed by the SARF Chairman and one other designated signatory;
- contractual agreement for the allocation of SARF funds requiring the signature of two Directors;
- the Chairman also approves on a regular basis the expenses and fees generated by the Secretariat;
- a system of continuous cash flow control;
- all contractors invoices being checked prior to settlement and, under the terms of the standard SARF Agreement, the right to secure financial audit of contractors;
- Morris and Young, Chartered Accountants, independently audit the SARF accounts annually and produce the annual Trustees Report and Accounts;
- the Directors of SARF are informed at bi-annual Board meetings of the financial status of the company;
- minimising the financial risk to SARF by, as far as possible, securing contractually agreed contributions from Member organisations and committing funds within the constraints of these confirmed allocations;

The system of internal financial control is informed by FRM Ltd's company accountants, the SARF Board and the financial administrator who has responsibility for the development and maintenance of the financial control framework.

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# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF)**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 28 FEBRUARY 2007***

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### **RESERVES POLICY AND OBJECTIVES**

It is the policy of SARF not to accrue reserves. The majority of the funds committed to SARF by our sponsors are allocated on the basis that it will support research and development projects. As research projects have a life of up to three years, with the majority of related funding, being in place at the outset, a balance accumulates in reserves until the full research costs are incurred in later periods. In addition, SARF conducts an annual research prioritisation exercise with its Member organisations and the number of high priority research areas submitted for consideration is always considerably more than SARF sponsorship alone could support.

### **FUTURE PLANS**

SARF has developed a respected system for the procurement of high calibre applied research and development in the field of aquaculture. It is important that this system, whilst maintaining high standards, must also be flexible enough to address the needs of its Member organisations. Further refinement of SARF project commissioning and management process will be required to ensure that we continue to deliver timely and meaningful results to the appropriate target audiences.

Over the coming year, in addition to commissioning a new tranche of research and development projects, SARF will engage with other major sponsors of R&D in this sector to better co-ordinate research effort and make best use of scarce resources.

In addition to maintaining a close dialogue with existing sponsors, work to develop strategic alliances with potential sponsors and co-funders will be undertaken, together with assessments of the potential to secure grant funding for specific areas of SARF's work such as developing our educational remit.

The international conference planned for 2009 will be progressed and proactive steps will be taken to encourage better dissemination of research results by contractors.

The outcomes of the Board workshop outlined above will be further considered and specific initiatives agreed by the Board will be taken forward.

Building the capacity of the Board as a respected sponsor of scientific research will continue through encouraging their attendance at relevant project meetings and stimulating debate on key areas of research required to underpin the sustainable development of aquaculture in Scotland.

### **DISCLOSURE OF INFORMATION TO AUDITORS**

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

### **AUDITORS**

A resolution proposing that Morris & Young be reappointed as auditors will be put to the Annual General Meeting.

On behalf of the board of trustees:

Professor William Ritchie  
Chairman  
23<sup>rd</sup> April 2007

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 28 FEBRUARY 2007**

**Appendix 1.**

**Projects  
Commissioned**

<b>Project Code</b>	<b>Project Title</b>	<b>Start Date</b>	<b>End Date</b>
SARF001	Prevention and management of <i>Ichthyophthirius multifiliis</i>	01/01/2005	31/07/2005
SARF003	Development of a GIS-based tool to assist planning of aquaculture developments	01/03/2005	28/02/2006
SARF004	Vaccine performance - efficacy in gadoids measured by cell mediated immune responses	01/05/2005	30/04/2008
SARF004a	BAC Library	01/09/2006	28/02/2007
SARF005	Site optimisation for aquaculture operations	20/01/2005	19/10/2005
SARF009	Coastal assimilative capacity for amalgamated fish farm chemicals/organic pollutants	01/04/2005	31/03/2008
SARF011	Review of Environmental Quality Standards (EQS) for use in assimilative capacity model development	01/06/2005	31/05/2006
SARF012	The development of modelling techniques to improve predictions of assimilative capacity of water bodies utilised for marine caged fish farming	01/07/2005	30/06/2007
SARF013	Identification of sources of faecal pollution in Scottish coastal waters to help clarify causes of recent deterioration in the quality of Shellfish Harvesting waters ( to be associated with the EU REDRISK Project)	14/11/2005	13/11/2007
SARF013a	Additional sampling work	01/07/2006	30/06/2007
SARF014	Cod broodstock nutrition, and specifically the role of essential fatty acids such as arachadonic acid.	01/10/2005	30/09/2007
SARF015	The aetiology and epidemiology of Pancreas Disease (PD) and similar pathologies - Heart and Skeletal Muscle Inflammation (HSMI) and Cardiomyopathy Syndrome (CMS) - in Scotland	01/11/2005	30/11/2007
SARF016	Rainbow Trout Gastro Enteritis	01/05/2006	31/03/2009
SARF017	A rationale for the identification of sea lochs with isolated deep water, to help assess the risk of widespread basin de-oxygenation.	01/12/2005	30/11/2006
SARF021	The development of practical but meaningful welfare indices for cod on-growing.	01/03/2006	28/02/2008
SARF022	Novel species risk to biodiversity assessments study: as discussed within the Scottish Biodiversity Strategy Implementation plans	05/01/2006	05/07/2006
SARF023	Review of sea lice bath treatment model	12/06/2006	17/08/2007
SARF024	A Review of Fish Farm Environmental Impact Assessments	01/09/2006	31/03/2007
SARF025	Consumer attitudes to aquaculture feed sustainability	01/02/2007	30/09/2007
SARF026	Evaluation of copper concentrations around marine cage fish farms.	01/02/2007	01/08/2007
SARF027	Stock management strategies to optimise growth potential in on-growing of marine fish.	01/02/2007	31/01/2010
SARF028	Development of a system for sentinel fish farm monitoring.	01/03/2007	01/02/2009
SARF030	Assessment of the rate of sedimentary ecosystem recovery following the removal of marine fish farm cages or the cessation of farming.	01/02/2007	31/01/2010
SARF031	Assessment of appropriate thresholds for the potential triggers for Environmental Impact Assessments (EIA) for shellfish farms.	15/01/2007	14/08/2007
SARF035	Determination of the fate of chemical/faecal material which is transported beyond the Allowable Zone of Effects (AZE).	26/02/2007	31/08/2007
SARF036	Establishing the effects of fish farm discharges on Biodiversity Action Plan (BAP) habitats and assessing their recoverability.	01/04/2007	31/03/2009
SARF037	Strategic waste management and minimisation in aquaculture – a detailed review of current status and future options.	19/02/2007	31/08/2007

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent and;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the accounts comply with the Companies Act 1985. 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.

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SCOTTISH AQUACULTURE RESEARCH FORUM**

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We have audited the accounts of Scottish Aquaculture Research Forum for the year ended 28 February 2007 set out on pages 12 to 17. These accounts have been prepared under the accounting policies set out on page 14.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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.

## **Respective responsibilities of trustees and auditors**

As described on page 9, the trustees, who are also the directors of Scottish Aquaculture Research Forum for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK & Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the accounts, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Trustees' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

## **Basis of opinion**

We conducted our audit in accordance with International Standards on Auditing (UK & 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 accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, 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 as to whether the accounts 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 accounts.

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
INDEPENDENT AUDITORS' REPORT (CONTINUED)  
TO THE MEMBERS OF SCOTTISH AQUACULTURE RESEARCH FORUM**

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**Opinion**

In our opinion:

- the accounts give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 28 February 2007 and of its incoming resources and application of resources in the year then ended;
- the accounts have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Report is consistent with the accounts.

**Morris & Young**

Chartered Accountants & Registered Auditors

6 Atholl Crescent

Perth

PH1 5JN

Dated: 23 April 2007

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 28 FEBRUARY 2007**

	Notes	Designated funds £	Restricted funds £	Total 2007 £	Total 2006 £
<b><u>Incoming resources from generated funds</u></b>					
Donations	2	530,790	72,975	603,765	377,210
Investment income	3	27,301	-	27,301	13,410
<b>Total incoming resources</b>		<b>558,091</b>	<b>72,975</b>	<b>631,066</b>	<b>390,620</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
Fundraising and publicity	4	687	-	687	595
<b>Net incoming resources available</b>		<b>557,404</b>	<b>72,975</b>	<b>630,379</b>	<b>390,025</b>
<b>Charitable activities</b>					
Research		289,256	66,030	355,286	110,654
Governance costs		69,982	-	69,982	40,986
<b>Total resources expended</b>		<b>359,925</b>	<b>66,030</b>	<b>425,955</b>	<b>152,235</b>
<b>Net income for the year/ Net movement in funds</b>		<b>198,166</b>	<b>6,945</b>	<b>205,111</b>	<b>238,385</b>
Fund balances at 1 March 2006		464,723	45,000	509,723	271,338
<b>Fund balances at 28 February 2007</b>		<b>662,889</b>	<b>51,945</b>	<b>714,834</b>	<b>509,723</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
BALANCE SHEET  
AS AT 28 FEBRUARY 2007**

	Notes	2007 £	£	2006 £	£
<b>Current assets</b>					
Debtors	8	21,850		-	
Cash at bank and in hand		730,960		578,025	
		<u>752,810</u>		<u>578,025</u>	
<b>Creditors: amounts falling due within one year</b>					
	9	(37,976)		(68,302)	
<b>Total assets less current liabilities</b>			<b>714,834</b>		<b>509,723</b>
<b>Income funds</b>					
Restricted funds	10		51,945		45,000
Unrestricted funds:					
Designated funds			662,889		464,723
			<u>714,834</u>		<u>509,723</u>

The accounts were approved by the Board on 23 April 2007

.....  
**R Stagg**  
Trustee

.....  
**G Lees**  
Trustee



**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2007**

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**1 Accounting policies**

**1.1 Basis of preparation**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 1985.

The particular accounting policies adopted are described below. They have all been consistently applied throughout the year and the preceding year.

**1.2 Incoming resources**

Income is recognised when received or scheduled to be received. No income is recognised in respect of monies committed by organisations to be received in future periods.

**1.3 Resources expended**

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity. These include the audit fees and costs incurred in the performance of the secretariat function of the Charity.

**1.4 Accumulated funds**

Restricted funds represent unexpended co-funders contributions to specific projects.

Designated funds represent unexpended core funding received from member organisations.

**2 Donations**

	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>Total 2007 £</b>	<b>Total 2006 £</b>
Donations receivable	<b>530,790</b>	<b>72,975</b>	<b>603,765</b>	377,210

**3 Investment income**

	<b>2007 £</b>	<b>2006 £</b>
Interest receivable	<b>27,301</b>	13,410

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<b>4 Total resources expended</b>	<b>2007</b>	2006
	£	£
<b>Costs of generating funds</b>		
Fundraising and publicity	<b>687</b>	595
<b>Charitable activities</b>		
<u>Research</u>		
Activities undertaken directly	<b>355,286</b>	110,654
<b>Governance costs</b>	<b>69,982</b>	40,986
	<b>425,955</b>	152,235

Governance costs includes payments to the auditors of £2,447 (2006 £1,528) for audit fees and £nil (2006 £164) for other services.

**5 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits during the year (2006: no remuneration or benefits). Chairman, Professor Ritchie, who is not a trustee, received an honorarium of £2,000 (2006: £2,000) and travel expenses reimbursed amounting to £500 (2006: £468).

**6 Employees**

There were no employees during the year.

**7 Taxation**

The company is a charity and is not liable to Corporation Tax.

<b>8 Debtors</b>	<b>2007</b>	2006
	£	£
Trade debtors	<b>21,850</b>	-

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<b>9 Creditors: amounts falling due within one year</b>	<b>2007</b>	2006
	£	£
Trade creditors	<b>36,176</b>	15,831
Accruals	<b>1,800</b>	18,181
Deferred income	-	34,290
	<b>37,976</b>	68,302

**10 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	<b>Movement in funds</b>			<b>Balance at 28 February 2007</b>
	<b>Balance at 1 March 2006</b>	<b>Incoming resources</b>	<b>Resources expended</b>	
	£	£	£	£
SARF 013 & SARF 013a	45,000	39,975	(43,678)	<b>41,297</b>
SARF 024	-	33,000	(22,352)	<b>10,648</b>
	45,000	72,975	(66,030)	<b>51,945</b>

**11 Analysis of net assets between funds**

	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total</b>
	£	£	£
Fund balances at 28 February 2007 are represented by:			
Current assets	700,865	51,945	<b>752,810</b>
Creditors: amounts falling due within one year	(37,976)	-	<b>(37,976)</b>
	662,889	51,945	<b>714,834</b>

Designated funds represent unexpended core funding received from member organisations after expenses. The Trustees have set aside the donations to fund particular research projects although no restriction was applied by the donors .

Restricted funds represent unexpended co-funders contributions to specific projects. These funds are restricted in purpose and are recorded separately.

The accumulated funds are anticipated to be expended over the next 3 years.

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**12 Commitments**

At 28 February 2007 the company had commitments as follows:

	<b>2007</b>	2006
	<b>£</b>	£
Expiry date:		
Within one year	<b>385,781</b>	326,292
Between two and five years	<b>209,280</b>	169,091
	<b>595,061</b>	495,383

The charity has committed to funding research and development at a cost of £595,061 over the next 3 years. This will be funded from the reserves accumulated. Incoming resources in the next 3 years is currently expected to be in the range £882,000 - £1,198,500.

**13 Related parties**

The trustees, who are also directors for the purposes of company law, each represent one of the sponsor organisations of SARF.

In instances where the organisation that a trustee represents has a vested interest in a research proposal, the trustee will remove themselves from the evaluation and voting process in relation to that proposal.