

SSERC LIMITED
(A Company Limited by Guarantee)

REPORT AND ACCOUNTS
for the year ended 31 March 2017

Scottish Charity number SC017884

Company number SC131509

SSERC LIMITED

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SSERC LIMITED

DIRECTORS' REPORT

Objectives and Activities

The company's activities continue to be the provision of technical support through advisory information, training and consultancy services to its members and subscribers. Its objects are to develop, support and encourage the safe and effective use of innovative and exciting practical activities in science and technology education. These objectives are met through the activities of the company's Chief Executive Officer and a small core team of staff, some of whom are seconded from Local Authorities.

As a shared service amongst all 32 Scottish Local Authorities (LAs), SSERC has provided advisory and support services since 1965. Development and testing of resources and much of the experiential professional development takes place in the SSERC laboratory and meeting rooms.

The continuing input from LAs and uninterrupted funding and more general support from the Scottish Government (SG) have contributed considerable additional tangible benefits for Scottish science education. The overt SG support has helped facilitated partnership with other organisations through which SSERC has been able to secure additional funding to support professional development and extend the organisation's CLPL programme. During the fiscal year 2016/17 there were around 5,700 attendances by teachers and technicians at SSERC professional learning events.

SSERC personnel are committed to providing high quality, practical support for teachers of science and technology and school technicians. We strongly believe that through this route lie improved student engagement through better teaching and better learning.

Achievements and Performance

Core Service Activities

Over the last 10 years in particular, the specialist science, technology and health & safety expertise available to Local Authorities (LAs) through SSERC has become increasingly important as the change from subject-specialist Advisers to generic Quality Improvement Officers and their subsequent reduction and the reduction in technical support services has taken place. Unfortunately, it is clear at times that the specialist nature of science and technology education, the work areas involved and the legislation that applies can be overlooked or misinterpreted by those not from a school background.

The SSERC core service is provided for elected members and officers of Local Authorities, teachers and technicians includes:

- Health and safety advice to schools and Local Authorities
- Safety and educational publications on paper and in electronic form
- Apparatus testing for safety, performance & conformance with standards
- Guidance on experiments and practical work
- Recommendations on equipment & design of specialist accommodation
- Consultancy and technical information
- Telephone and e-mail helplines
- Radiation Protection Advisory Services
- Regular quarterly publications – SSERC Bulletins (Secondary and Primary)
- Continuing Professional Learning for Managers, Teachers and Technicians
- Web sites with members areas – www.sserc.org.uk

DIRECTORS' REPORT (continued)

Achievements and Performance (continued)

Health and Safety considerations are often cited as a barrier to exciting practical work and young people are increasingly described as being shielded from risk. Through the organisation's publications and helpline, SSERC promotes the sensible management of risk. Teachers and technicians can approach such work with confidence and LAs can have confidence that they are complying with all the relevant H&S legislation. Pupils learn in an environment that instils the message that responsible behaviour, far from acting as a barrier to enjoyable activities, actually enables them to happen.

Health and Safety information related to specialist science and technology education is available to all LAs and LA schools through the SSERC website. This is a major resource which supports Local Authorities in meeting their duties under Health and Safety Legislation. SSERC also offers an enquiry service whereby Authority officers, teachers and technicians can seek and receive advice via telephone or e-mail. This service complements and supports Local Authority Health and Safety officers by providing specific expertise in the areas of science and technology, areas that even the largest Authorities in Scotland recognize that they cannot support independently.

For several years, all users of radioactive materials have been required by law to appoint a suitably qualified Radiological Protection Adviser (RPA). SSERC provides this service to all members as part of the core provision, enabling this important area of practical work to be studied in schools at no additional cost to Local Authorities.

SSERC works with the Health and Safety Executive (HSE) on behalf of Scottish LAs, currently we are working to clear up issues around the use of circular saws in schools.

Throughout the organisation's history, SSERC has delivered training for teachers and technicians. This ranges from health and safety through laboratory techniques to workshops on modern, engaging science. Where possible, the aim is to give teachers the techniques and resources to be able to go away and put immediately in place what they have learned back at their workplaces. The same approach is taken with technicians who play a vital and indeed often a leading role in driving positive change in schools. SSERC supports primary as well as secondary schools. During the period covered by this report, a probationer teacher of science at an Aberdeen school said,

"Thank you very much for the course, it was incredibly useful for me as a probationer and allowed me to practice experiments and demonstrations I have wanted to try before but lacked the confidence for. It also provided me with other ideas of practicals I had not heard of before or not considered. The course ran incredibly smoothly and I can appreciate how much time must have gone into not only creating the resource packs and the worksheets but also the measuring out of volumes and masses for the chemistry demonstrations, so we didn't have to. I'm really grateful that SSERC ran this course and I had a highly enjoyable and beneficial experience at both parts of the course".

SSERC has been able to bring substantial added value to LAs in that we have been successful in securing funding from a number of external sources and over the last 6 years we have raised around £2 for every LA £1. This has allowed SSERC to use its existing infrastructure and expertise to greatly increase its Professional Learning provision for teachers and technicians in Scotland at no extra cost to LAs. The professional learning provided by SSERC is recognised independently as being highly effective and greatly valued and has been highlighted as a model of good practice by HMIE. More details of these activities are provided below.

DIRECTORS' REPORT (Continued)

Achievements and Performance (continued)

Publications

The SSERC Bulletins are two of the more enduring Scottish, specialist educational publications. The secondary Bulletin was first published in 1965 and over the years, its coverage and presentation have changed in tune with scientific and educational times. The strategy of producing a paper-based publication whilst increasing the amount and range of material published via the web remains appropriate. The electronic version has more content, a greater range of illustrations and is more interactive than the paper copy. Around 14 LAs have opted to receive only the electronic version as this is easier and cheaper to distribute to schools. An important role of the Bulletins is in providing teachers and technicians with information on Health and Safety and Career Long Professional Learning (CLPL).

Both Bulletins are sent to every Scottish Local Authority secondary school with the Primary Bulletin also being circulated to all Scottish Local Authority primary schools. Copies of both publications are also sent to subscribing independent schools, FE colleges, Universities and other partners.

SSERC also publishes guides and booklets, in paper format, on specific areas of Health and Safety.

SSERC website – www.sserc.scot

The SSERC website is well established and provides a comprehensive structure to support teachers, technicians and local authority employees with resources, health and safety information, and online booking for a wide range of CLPL courses. The latter is integrated with our in-house CRM (Customer Relationship Management) system.

Monitoring of the site indicates that from 1st April 2016 to 31st March 2017 there were 157,120 sessions by 111,757 users with an overall of 668,081 page views. A substantial 25% of the hits on the website were from tablets or phones, a small increase from last year. This user information can only be seen as an indication as for example if teachers and technicians are sharing a computer, they will appear as a single user.

Grant supported activities

During 2016/2017, the Scottish Government provided SSERC with a grant of £855k to enable us to support a programme of experiential Career Long Professional Learning for teachers, student teachers and technicians. We have built upon activities of previous years and exceeded targets set by government. Our extensive network of active partners, with whom we work closely, allows us to further enhance learning and teaching in all schools. The evidence from continuing requests for support, oversubscription of our courses and highly positive feedback leads us to believe that the CPD programmes we develop and provide are continuing to fulfill ongoing needs.

DIRECTORS' REPORT (Continued)

Achievements and Performance (continued)

Primary Sector

- For the Primary Cluster Programme we have collaborated with 8 Local Authorities (across 16 clusters) to provide a systematised programme of CPD in science and technology for all primary teachers within clusters with some 4,100 attendances at CPD events. The National STEM Learning Centre provided £40,000 for additional CPD sessions for schools engaged in The Primary Cluster Programme. We were able to secure grant funding, totalling in excess of £30,000, from the Edina Trust, which was provided to primary schools engaged in The Primary Cluster Programme.

The learning and teaching has improved along with teacher confidence, the response from pupils has been great. The cluster have responded well to our monthly programme and we have had an amazing turnout to each session,

Colleagues much more enthusiastic about Science and confident in teaching it. Pupils very enthusiastic and parents more informed [Mentor, Cohort 14].

- ENTHUSE Awards totalling some £19,000 were provided via the National STEM Learning Centre to Local Authority schools represented at open residential events.
- Satisfaction rates with both Primary Cluster and Open workshops were extremely high, with some 97% respondents rating the experience of attending SSERC events as very good or good. Our internal evaluation evidence, confirmed by the independent evaluation carried out by the Robert Owen Centre for Educational Change, indicates significantly raised levels of professional confidence and expertise for participants. As a result of the success of our work with the Primary Sector, we continue to draw additional funding (ca. £100k per annum) from the Primary Science Teaching Trust to support roll out of our programmes.
- To gauge the impact on pupil attainment the Robert Owen Centre (ROC) surveyed pupils via questionnaires which were designed to measure attitude, engagement, aptitude and confidence (self-efficacy) of pupils. The final database contains matched baseline and follow-up responses for some 5000 pupils. Data is published. ROC made a number of interesting observations and concluded that:

'the evaluation strongly suggests that the Programme is effective in bringing about improved professional practice that impacts positively on learner outcomes. The pupil findings in particular, such as the relative impact of the SSERC programme on schools in deprived areas has implications for the challenge of 'Raising Attainment' which is currently a key pillar of Scottish educational policy.
- St Vincent's Primary in East Kilbride were runners-up in the 2016 Rolls Royce Science Prize and 5 schools from a single course (Supporting STEM) have been nominated to receive Special Merit Awards.

DIRECTORS' REPORT (Continued)

Achievements and Performance (continued)

Secondary Sector

- During 2016/17, we have exceeded the target set by the government, with some 1,900 attendances at CLPL events for secondary teachers, student teachers and technicians: (1475 secondary STEM specialists, 415 technicians). All LAs and 85% of local authority secondary schools were represented on SSERC courses.
- ENTHUSE Awards totalling some £145,000 were provided via SSERC links with the National STEM Learning Centre to Local Authority schools represented at open residential and non-residential events.
- SSERC has provided a range of short courses in biology, chemistry, physics and technology to support teachers.
- We continue to offer Local Authority partners a health and safety update once every three years. Additionally, the Universities of Aberdeen, Edinburgh, Glasgow, and Highlands and Islands commissioned Health and Safety workshops for student teachers.
- With all 8 Scottish Universities that offer Initial Teacher Education, SSERC ran the 14th annual Scottish Universities Science School. The event attracted 224 student teachers representing >95% of the 2015/16 cohort of secondary science PGDE students. Over 74% of respondents rated the overall experience as 'very good'.
- Several Training Partnerships between SSERC and LAs, and SSERC and Further Education Colleges have been formed to provide competence-based training courses for technical support staff. There were 415 attendances at the 53 courses which were run. Satisfaction rates amongst technical support staff remain high.
- We continue to provide physical resources to enable participants to implement activities in the classroom.
- Overall satisfaction rates with the content and quality of courses and associated resources remain exceptionally high.
- In terms of SIMD indicators we continue to reach significant proportions of schools in those groups which have a high proportion of pupils from areas of socio-economic need.

It (the course) was incredibly useful for me as a probationer and allowed me to practise experiments and demonstrations I have wanted to try before but lacked the confidence for. It also provided me with other ideas of practicals I had not heard of before or not considered. [Probationer teacher, Probationer course]

There is ample evidence that SSERC courses facilitate improved teaching and learning. The demand for high quality, experiential professional development from secondary teachers of the sciences, technology and their technicians continues.

DIRECTORS' REPORT (Continued)

Achievements and Performance (continued)

*STEM Learning UK***Background**

Since October 2005, the National STEM Learning Centre (formerly the National Science Learning Centre [NSLC]) has been tasked to provide professional learning opportunities for all those involved in the teaching of science, in primary and secondary schools and FE colleges across the UK. In September 2009, a Memorandum of Understanding was signed between NSLC and SSERC and this has been reviewed and updated at regular intervals since that time. The provision of funding by *STEM LEARNING* to support professional learning programmes for teachers and technical staff based in schools and colleges in Scotland has been the main focus of the partnership. Such programmes have been supported, to date, through two main strands; the ENTHUSE Bursary scheme (formerly known as ENTHUSE Awards scheme) and Research Councils UK (RCUK) under its *Cutting Edge Science (CES)* scheme.

ENTHUSE Bursaries

Participants on SSERC events supported through ENTHUSE Bursaries are able to claim £180 per day towards the cost of the event from STEM LEARNING. The typical daily charge levied by SSERC for its courses is £160 and so eligible schools/colleges receive a small contribution towards travel and cover costs.

STEM LEARNING Secondary programmes

Our contract with STEM Learning for ENTHUSE-funded courses runs across an academic year rather than a financial year. Our notional target for delivery in the period 1st April 2016 – 31st March 2017 was 736 Continuing Professional Learning Units (CPDU). In addition, we were invited to deliver 50 CPDU in respect of ENTHUSE-funded Royal Society of Chemistry (RSC) courses in the period September 2016-March 2017. The contract for Cutting Edge Science courses (CES) runs across a financial year and our target for delivery for April 2016 – March 2017 was 60 CPDU. Our outputs against those targets are given below.

Programme	Reporting period	Contracted target (CPDU)	CPDU delivered
<i>ENTHUSE-funded courses¹</i>	<i>April 2016 - Jul 2017</i>	<i>736</i>	<i>821.5</i>
<i>ENTHUSE-funded RSC courses</i>	<i>April 2016 - Mar 2017</i>	<i>50</i>	<i>47</i>
<i>Cutting Edge Science courses²</i>	<i>Apr 2016 - Mar 2017</i>	<i>60</i>	<i>68</i>
TOTALS		846	936.5

¹ Figures do not include 6 attendees from the independent sector representing an additional 24.5 CPDU delivered.

² Figures do not include 7 representatives from the independent sector representing an additional 7 CPDU delivered

DIRECTORS' REPORT (Continued)

Achievements and Performance (continued)

Primary Science Teaching Trust Sustain and Extend Programme (PSTTSEP)

SSERC continues to support established relationships with Local Authorities to enhance teaching and learning in science and technology. As of June 2017, the SSERC Primary Cluster Programme in Science and Technology (PCPST) has worked with mentors representing all 32 Local Authorities in Scotland.

SSERC continues to develop and strengthen the impact of the Primary Cluster Programme (PCP) through opportunities to extend the support offered to Local Authorities beyond initial participation in the programme. Funding from the Primary Science Teaching Trust (PSTT) provides support for a full-time Primary Development Officer based at SSERC through the PSTT Strategic Partnership funding.

Through the partnership with PSTT, SSERC is also providing funding to support Local Authorities to sustain and extend the impact of their participation in the SSERC PCP. The aim of the partnership is to enable Local Authorities to provide opportunities for all primary teachers to raise their levels of confidence and expertise through participating in experiential science CPD, working with SSERC, with a view to raising pupil engagement and attainment. The Sustainability and Extension Programme (SEP) funded by PSTT, in collaboration with SSERC, has the following objectives:

1. The mentor network
 - a. Further develop the original network of mentors that formed through the PCPST.
 - b. Extend the mentor network by the training of new mentors within the LA.
 - c. Utilise the mentor network to deliver the Career-long Professional Learning (CLPL) objectives of the SEP objectives of the SEP.
2. Career-long Professional Learning (CLPL)
 - a. Provide support and advice in Science and Technology for all teachers within the LA.
 - b. Create a programme of CPD in Science and Technology for all teachers within the LA.
 - c. Run workshops as part of the programme of CPD in Science and Technology for all teachers within the LA.

Local Authorities working within the Sustainability and Extension Programme (SEP) in 2016/17 are East Ayrshire, Fife, Glasgow, Moray, West Dunbartonshire, Edinburgh, Highland. SSERC has sought to align the Sustainability and Extension Programme (SEP) with those Local Authorities taking part in the Wood Foundation funded Raising Aspiration in Science Education (RAiSE) project.

Support for purchasing and disseminating resources to extend the scheme have been made available through SEP. This on-going support is tailored to meet the requirements of the participating Local Authorities and the specific role of the mentor teachers.

The Scottish Regional branch of the PSTT College continues to expand as new Primary Science Teaching Awards are presented each year. The group consists of 9 active members from 8 different Scottish Local Authorities - mentored by a member of the SSERC primary science team. The group meets every term and Fellows are offered a wide range of CLPL opportunities through the PSTT.

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DIRECTORS' REPORT (Continued)

Achievements and Performance (continued)

Plans for Session 2016/17 and action taken:

Liaison with Fife and Stirling:

Based on the impact of previous participation in the SSERC PCP Stirling have sought to continue support for cluster development in 2017/18. SSERC, with support from the PSTT funded Development Officer, are supporting a programme of digital skills and computing workshops for new mentors from the Stirling High School Cluster. The programme is designed to raise confidence and expertise in this Technologies curricular area for all teaching staff, through the training of mentor teachers, and provision of resources to be used in classrooms and nursery settings throughout the cluster.

In Fife SSERC has continued to work with the Local Authority to raise the profile of STEM/STEAM through support for the development and launch of the Fife STEAM Learning Journey Resource. This resource has been made available to every primary school in Fife and Headteachers and staff were invited to attend launch events at SSERC. A new project "Engineering in Fife" has been developed for clusters in Fife with support from SSERC and PSTT SEP. This project aims to build a sustainable model for primary engineering, incorporating progression across early, first and second levels and aims to encourage a collegiate approach to the teaching of STEM within the clusters. Follow up work to support the clusters is planned.

Financial Review

There was a net decrease in the level of unrestricted funds in the year of £145,826 (2016: decrease £157,530). After the £284,000 defined benefit pension scheme losses on re-measurements (2016: £199,000 gain), unrestricted funds carried forward at the year end were £379,048 (2016: £808,874). Restricted funds increased in the year by £18,224 (2016: decrease of £97,667) leaving restricted funds carried forward of £190,846 (2016: £172,622).

Reserves Policy

The charity has considered the reserves required and have taken into account their current and future liabilities. Directors aim to maintain free reserves in unrestricted funds at a level that equates to approximately six months of unrestricted charitable expenditure. Directors consider this enough to ensure that operational and governance costs are covered.

The General Reserves represent the unrestricted funds arising from past operating results. With £9,430 allocated to the Physics Summer School, £11,787 allocated to the Risk Management Fund, £164,496 allocated to Unit 1 running costs together with the £695,000 of pension fund reserves, the balance of these funds of £193,335 is approximately equivalent to two and a half months' projected normal operating expenditure.

The unrestricted reserves are broadly in line with the Company's strategy on reserves. The Board's view, on such unrestricted reserves, reflects the level of local authority payments to the Company and its contractual obligations to its own staff.

SSERC LIMITED

DIRECTORS' REPORT (Continued)

Financial Review (Continued)

Reserves Policy (Continued)

As to nominated reserves within the restricted funds, the Board takes the view that such monies which currently are unspent, nonetheless, remain committed absolutely to approved charitable expenditure. These funds are shown in the accounts as restricted fund reserves. At the year-end, some individual grant-aided projects had yet to apply formally for the release of the monies against agreed criteria. Therefore, unless and until any of the currently funded CPD projects fail to meet the conditions of their grants, these funds are shown as retained meantime. They are reflected in the balance sheet net current assets figure and will diminish over time.

Plans for the Future

With continuing core funding from members, the Charity plans to continue the activities outlined above in the forthcoming years. Plans are also being developed to work on a number of projects/activities with local authorities, organizations with an interest in science education and the Scottish Government. SSERC aims to support science and technology education by;

- Providing lifelong professional support to teachers and technicians, through working with the Scottish Local Authorities, Association of Directors of Education in Scotland (ADES), the Scottish Government, Education Scotland, Association of Heads and Deputies in Scotland, Scottish Qualifications Authority, General Teaching Council for Scotland, The Chief Scientific Adviser for Scotland, School Leaders Scotland, Skills Development Scotland, STEM Learning Primary Science Teaching Trust, Universities and Colleges
 - maintaining and building a professional advisory service
 - promoting, endorsing and providing training, guidance and Professional Learning
 - bringing aspects of training together in a single stream
 - publishing relevant and innovative science and technology
 - Continuing to develop its position as a respected voice in science and technology education within Scotland, by
 - promoting the views of SSERC and teachers/technicians on matters of public policy, through articles meetings and debates
 - pursuing excellence of content and accessibility of SSERC's websites
 - organising conferences/events
 - Communicating good practice, through
 - publishing high quality literature
 - widening SSERC's publishing scope to include emerging areas of science and technology
 - maintaining best practice in the light of technological developments in publishing
 - Recognising innovation in science and technology education, through
 - developing and supporting new and existing Specialist Groups
 - providing resource for workshops, meetings, etc.
 - developing links with other scientific bodies and institutions (Royal Society, Royal Society of Edinburgh, Royal Society of Biology/Institute of Physics/Royal Society of Chemistry etc.)
- Showing leadership in the science and technology education community nationally, through
- collaborating with ADES, Scottish Science Advisors Group, Scottish Technicians' Advisory Group and specialist bodies to pursue common aims
 - developing and maintaining local links
 - developing links within the UK and Europe

SSERC LIMITED

DIRECTORS' REPORT (Continued)

Plans for the Future (Continued)

- Assuring high professional standards for the benefit of teachers and technicians, through
 - ensuring professional values and ethics
 - setting standards for CLPL
 - promoting, endorsing and providing training, guidance and Career Long Professional Learning

In order to achieve these, the organisation must maintain and strengthen its' financial health, human resources and charitable status, by;

- widening income streams
- protecting existing income streams
- developing strategies to control financial risk
- maintaining an expert and professional staff
- effectively managing the resourcing of strategic objectives

Structure, Governance and Management

Governing Document

SSERC Limited is a charitable company limited by guarantee, incorporated on 29 April 1991 and registered as a charity at the same time. The Company was established under a Memorandum of Association which establishes the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Directors

Under the Articles, Directors may now be appointed by the Board on the basis of approval by a Nominations Committee. Members may make suggestions to the Nominations Committee. The cap on the number of Directors is 20. The Board considers that a board of 20 persons is adequate for the Company's requirements; this cap has never proved an issue; and the Nominations Committee will seek to ensure that the board is comprised of individuals with appropriate skills and interests.

Director Induction and Training

Most Directors are familiar with the work of the charity prior to appointment being, in the main, drawn from a Local Authority or Science Education background.

New Directors are provided with a copy of the Memorandum and Articles of Association, the last Annual Report and Accounts and the booklet 'SSERC Limited-Duties of Directors'. They are also invited to discuss the workings of the organisation with the Chief Executive Officer and encouraged to explore the company's website in order to familiarise themselves with the context within which it operates.

DIRECTORS' REPORT (Continued)

Risk Management

The Board of the Company has a standing Risk Management sub-group which comprises the Chair, both Vice-Chairs and the Chief Executive Officer. This sub-group is remitted to identify, examine, and then advise the whole Board, through the Company Risk Management plan, on the control of risks to the Company. In particular, it keeps under review the following types of risk to the Company:

- Loss of status/profile
- Loss of accommodation and equipment
- Financial difficulties (cash flow, insolvency etc,)
- Fraud or error
- Employment/staffing issues
- Information and communications technology
- Compliance issues, legal and accounting
- Insurance issues
- Health & Safety

During the period covered by this report the Risk Management plan was updated. Risk reports are provided to the Board along with an annually updated Risk Management plan. Internal controls ensure risks are minimised by the implementation of procedures for the authorisation of all transactions and projects. Procedures are also in place, and regularly updated, to ensure compliance with health and safety legislation and best practice.

Some risks to the Company and its operations are underwritten by insurers. The costs of such insurance, in particular those for professional indemnity (P1), employer's liability and public liability were maintained at a similar level to last year, but remain substantial. For next financial year, it is expected that turnover and staff costs will remain at a similar level as a result of the organisations involvement with grant funded Career Long Professional Learning projects. Such project based work continues to have a significant, negative impact on our ability to reclaim VAT.

Organisational Structure

SSERC Limited has a Board of Directors of up to 20 members who meet at least quarterly. The Board is responsible for the strategic direction and policy of the charity. Currently, the Board has 16 members consisting of local authority officers and local and national politicians. The Board delegates responsibility for the day-to-day provision of services to the Chief Executive Officer.

Along with the senior management team, the Chief Executive Officer is responsible for supervision of the staff team and ensuring that staff develop their skills and working practices in line with good practice.

SSERC LIMITED

DIRECTORS' REPORT (Continued)

Related Parties

Where complimentary to the organisation's objectives, SSERC Limited is guided by both local and National policy. SSERC, or individual members staff, are represented on or are invited to attend regular meetings of, the following organisations or interest groups;

- Association of Directors of Education in Scotland
- Association for Science Education Safeguards in Science
- Education Scotland
- National STEM Learning Centre
- Scottish Government
- Primary Science Teaching Trust
- Scottish Science Advisory Group
- Scottish Technician Advisory Group
- Skills Development Scotland
- SQA Science Steering Group and Subject Advisory Groups
- The CLEAPSS Steering Committee
- The Microbiology in Schools Advisory Committee (MISAC)
- Energy Skills Partnership.

Additionally, a number small Projects operate from SSERC. This arrangement results in very significant levels of collaboration and allows SSERC, when required, to provide technical and administrative support to these projects, all of which benefits teachers and technicians in Scotland.

SSERC LIMITED

DIRECTORS' REPORT (Continued)

Reference and administrative details

Charity Name:	SSERC Limited
Scottish Charity Registration Number:	SC017884
Company Registration Number:	SC131509
Registered Office:	5 th Floor, Quatermile Two 2 Lister Square Edinburgh EH3 9GL
Principal Office:	2 Pitreavie Court, South Pitreavie Business Park Dunfermline KY11 8UU
Directors	
C Adamson MSP	D Maxwell, Dumfries and Galloway Council
M Brenan, Inverclyde Council (appointed 5 June 2017)	(appointed 20 June 2017)
M Brisley, Stirling Council (resigned 4 May 2017)	S McGill, Stirling Council (appointed 2 June 2017)
G Dempster, Association of Head Teachers and Deputies in Scotland	J McKinstry, North Lanarkshire Council (resigned 14 March 2017)
D Dodds, West Lothian Council	K Morrision, Fife Council (resigned 4 May 2017)
L Foss, Dumfries and Galloway Council (resigned 1 June 2017)	A Nimmo, Falkirk Council
S Gray, West Dunbartonshire Council	J Pringle, City of Edinburgh Council (resigned 25 August 2017)
T Loughran, Inverclyde Council (resigned 4 May 2017)	M Shaw, East Renfrewshire Council
W McAdam, Clackmannanshire Council (resigned 23 June 2016)	N Shaw, School Leaders Scotland
G Matchett, Clackmannanshire Council (appointed 19 August 2016, resigned 9 March 2017)	I Stephen, Aberdeenshire Council
	J Wilson, Association of Directors of Education in Scotland

Company Secretary

Morton Fraser, Solicitors
Quatermile Two
2 Lister Square
Edinburgh EH3 9GL

Senior Management Team

F Young	Chief Executive Officer (retired 31 July 2017)
P Beaumont	Director of Professional Learning
K Crawford	Consultant
A MacGregor	Chief Executive Officer (appointed 4 September 2017)
G McAllister	Director of Service (resigned 30 June 2017)
G Steele	Director of Advisory Service
I Woodley	Finance and Business Controller (appointed 4 September 2017)

SSERC LIMITED

DIRECTORS' REPORT (Continued)

Reference and administrative details (Continued)

Auditors

Geoghegans
Chartered Accountants
6 St Colme Street
Edinburgh EH3 6AD

Bankers

Royal Bank of Scotland
52-54 East Port
Dunfermline KY12 7HB

Solicitors

Morton Fraser, Solicitors
Quartermile Two
2 Lister Square, Edinburgh EH3 9GL

Directors' Responsibilities Statement

The Directors (who are also Trustees of SSERC Limited for the purposes of Charity law) are responsible for preparing the Directors Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including the income and expenditure, of the company for that year. In preparing these accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP (FRS 102)
- make judgments 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 accounts and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in operation

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

SERC LIMITED

DIRECTORS' REPORT (Continued)

Statement of Disclosure to the Auditor

In so far as the directors are aware;

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

Auditors

A resolution proposing the re-appointment of Geoghegans, as auditor of the company, will be placed at the forthcoming Annual General Meeting.

Small Company Exemptions

This report has been prepared in accordance with the Statement of Recommended Practice — Accounting and Reporting by Charities (FRS 102) and the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Board of Directors on 8 September 2017 and signed on its behalf by:



I Stephen
Director

INDEPENDENT AUDITORS' REPORT TO THE DIRECTORS AND MEMBERS OF SSERC LIMITED

We have audited the accounts of SSERC Limited for the year ended 31 March 2017 which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Balance Sheet the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 trustees, 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 (as amended). Our audit work has been undertaken so that we might state to the charitable 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 charitable company, its members as a body and its Directors as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement, the directors (who are also the trustees of the charitable company for the purposes of charity law) are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

We have been appointed as auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards of Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the accounts. In addition we read all the financial and non financial information in the Directors' Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on the accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and

**INDEPENDENT AUDITORS' REPORT
TO THE DIRECTORS AND MEMBERS OF SSERC LIMITED (continued)**

Opinion on the accounts (continued)

- 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 (as amended).

Opinion on other matter 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 Annual Report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Annual Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts 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; or
- the directors were not entitled to prepare the accounts in accordance with the small companies regime and take advantage of the small companies exemptions in preparing the Directors' Annual Report and the requirement to prepare a strategic report.



Michael Crerar (Senior Statutory Auditor)
for and on behalf of Geoghegans
Chartered Accountants and Statutory Auditor

8 September 2017

6 St Colme Street
Edinburgh
EH3 6AD

SSERC LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2017

	Notes	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Income from:					
Charitable activities	3	914,523	1,151,535	2,066,058	2,067,803
Investment income	4	4,326	-	4,326	7,042
Total income		<u>918,849</u>	<u>1,151,535</u>	<u>2,070,384</u>	<u>2,074,845</u>
Expenditure on:					
Charitable activities	5	(1,052,675)	(1,133,311)	(2,185,986)	(2,314,862)
Other expenditure	6	(12,000)	-	(12,000)	(15,000)
Total expenditure		<u>(1,064,675)</u>	<u>(1,133,311)</u>	<u>(2,197,986)</u>	<u>(2,329,862)</u>
Net income/(expenditure)		(145,826)	18,224	(127,602)	(255,017)
Other recognised gains/(losses):					
Defined benefit pension scheme re-measurements	18	(284,000)	-	(284,000)	199,000
Net movement in funds		(429,826)	18,224	(411,602)	(56,017)
Reconciliation of funds:					
Total funds brought forward		<u>808,874</u>	<u>172,622</u>	<u>981,496</u>	<u>1,037,513</u>
Total funds carried forward	14/15	<u>£ 379,048</u>	<u>£ 190,846</u>	<u>£ 569,894</u>	<u>£ 981,496</u>

SSERC LIMITED

BALANCE SHEET
as at 31 March 2017

	Notes	2017	2016
Fixed assets			
Tangible assets	10	<u>83,237</u>	<u>143,320</u>
Current assets			
Debtors (amounts falling due within one year)	11	117,653	126,303
Debtors (amounts falling due after more than one year)	11	1,454	1,086
Cash at bank and in hand		<u>1,310,970</u>	<u>1,326,985</u>
		1,430,077	1,454,374
Creditors: Amounts falling due within one year	12	<u>(236,420)</u>	<u>(281,198)</u>
Net current assets		<u>1,193,657</u>	<u>1,173,176</u>
		1,276,894	1,316,496
Provisions and liabilities	13	(12,000)	(6,000)
Defined benefit pension scheme liability	18	(695,000)	(329,000)
		<u>£ 569,894</u>	<u>£ 981,496</u>
The funds of the charity:			
Unrestricted funds			
– <i>Unrestricted</i>	14	888,335	894,384
– <i>Pension reserve</i>	14	(695,000)	(329,000)
– <i>Designated</i>	14	<u>185,713</u>	<u>243,490</u>
		379,048	808,874
Other funds – <i>Restricted</i>	15	<u>190,846</u>	<u>172,622</u>
		<u>£ 569,894</u>	<u>£ 981,496</u>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved and authorised for issue of the Board of Directors on 8 September 2017 signed on its behalf by:



I Stephen
Director

Company Registration Number: SC131509

SSERC LIMITED

RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES
for the year ended 31 March 2017

	2017	2016
	£	£
<i>Net (expenditure) for the year (as per the SOFA)</i>	(127,602)	(255,017)
Adjustments for:		
Actuarial (losses)/gains	(284,000)	199,000
Depreciation	80,282	77,880
Gain on disposal of fixed assets	(2,660)	-
Interest from investments	(4,326)	(7,042)
Decrease/(Increase) in debtors	8,282	(8,905)
(Decrease) in creditors and provisions	(38,778)	(39,630)
Increase/(decrease) in D B pension liabilities	366,000	(112,000)
<i>Net cash used in operating activities</i>	<u>£ (2,802)</u>	<u>£ (145,714)</u>

STATEMENT OF CASH FLOWS
for the year ended 31 March 2017

	2017	2016
Cash flows from operating activities:		
<i>Net cash used in operating activities</i>	<u>(2,802)</u>	<u>(145,714)</u>
Cash flows from investing activities:		
Interest from investments	4,326	7,042
Purchase of tangible fixed assets	(25,518)	(33,262)
Proceeds from disposals of tangible fixed assets	<u>7,979</u>	<u>-</u>
<i>Net cash flow (used in) investing activities</i>	<u>(13,213)</u>	<u>(26,220)</u>
<i>Change in cash and cash equivalents in the year</i>	(16,015)	(171,934)
Cash and cash equivalents at the beginning of the year	<u>1,326,985</u>	<u>1,498,919</u>
Cash and cash equivalents at the end of the year	<u>£ 1,310,970</u>	<u>£ 1,326,985</u>

NOTES TO THE ACCOUNTS
at 31 March 2017

1 Accounting policies

Basis of accounting

The accounts have been prepared in accordance with the Companies Act 2006, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 (as updated through Bulletin 1 published on 2 February 2016), the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102).

The financial statements have been prepared on a going concern basis as the Directors believe that no material uncertainties exist. The Directors have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charitable company to be able to continue as a going concern.

SSERC meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless stated in the relevant accounting policy note.

Income recognition

All income is recognised in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable
- Incoming resources from charitable service activity are accounted for when earned.

NOTES TO THE ACCOUNTS (CONTINUED)
at 31 March 2017

1 Accounting policies (Continued)

Expenditure recognition

Expenditure is recognised on an accrual basis as a liability is incurred:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis eg staff time or estimated usage.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows :

Fittings and equipment	-	5 years
Computer equipment	-	3 years
Tenants' improvements	-	5 to 10 years
Motor vehicles	-	5 years

Minor fixed asset additions costing less than £1,000 are written off in the year of acquisition.

Debtors

Trade debtors and prepayments are recognised at settlement amount due.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured reliably.

Pensions

The Company is a member of the Lothian Pension Fund which is a multi-employer Local Government defined benefit pension scheme. The assets of the scheme are held separately from those of the company and pensions payable under the scheme are based on final pensionable salary. In accordance with the requirements of FRS 102 the operating costs of providing these benefits are recognised in the income and expenditure account in the accounting year in which the benefits are earned by the employees and related financing and other costs are recognised in the year in which they arise.

Operating Leases

Rentals payable under operating leases are charged on a straight line basis over the lease term.

Fund accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the charity. Where designated, these are unrestricted funds set aside by the directors for specific future purposes or projects. Restricted funds are funds subject to specific restrictive conditions imposed by the donors.

SSERC LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)
at 31 March 2017

2	Net income and expenditure	2017	2016
	<i>This is stated after charging :</i>	£	£
	Directors' remuneration	-	-
	Directors' expenses (one director)	830	1,206
	Directors' PII	1,000	1,000
	Auditors' remuneration – audit	6,100	6,100
	Auditor and its associates' remuneration – other services	3,090	3,930
	Depreciation	80,282	77,880

3	Income from charitable activities	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
	Local authority contributions	662,580	-	662,580	657,493
	Grants receivable	-	1,151,535	1,151,535	1,162,524
	Training courses	195,107	-	195,107	207,968
	Subscriptions	19,697	-	19,697	19,375
	Other charitable activities income	37,139	-	37,139	20,443
		<u>£ 914,523</u>	<u>£ 1,151,535</u>	<u>£2,066,058</u>	<u>£ 2,067,803</u>

Income from charitable activities in the year was £2,066,058 (2016: £2,067,803) of which £914,523 (2016: £909,279) was unrestricted and £1,151,535 (2016: £1,158,524) was restricted.

4	Investment income	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
	Interest received	4,326	-	4,326	7,042
		<u>£ 4,326</u>	<u>£ -</u>	<u>£ 4,326</u>	<u>£ 7,042</u>

Income from investments was unrestricted in both the current and prior years.

SSERC LIMITED

NOTES TO THE ACCOUNTS (CONTINUED)
at 31 March 2017

5 Analysis of expenditure on charitable Activities	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Grants payable	7,118	44,301	51,419	63,192
Staff costs (Note 9)	437,724	690,266	1,127,990	1,102,800
Property costs	93,927	40,391	134,318	128,872
Supplies and services	274,854	240,088	514,942	672,305
Other operating and administration costs	204,437	118,265	322,702	313,969
Governance costs (Note 8)	34,615	-	34,615	33,324
	<u>£ 1,052,675</u>	<u>£ 1,133,311</u>	<u>£ 2,185,986</u>	<u>£ 2,314,862</u>

Expenditure on charitable activities in the year was £2,185,986 (2016: £2,314,862) of which £1,052,675 was unrestricted (2016: £1,058,671) and £1,133,311 (2016: £1,256,191) was restricted.

6 Other expenditure

	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Net interest on net assets/liabilities of defined benefit pension scheme	12,000	-	12,000	15,000
	<u>£ 12,000</u>	<u>£ -</u>	<u>£ 12,000</u>	<u>£ 15,000</u>

Other expenditure was unrestricted in both the current and prior years.

7 Charitable activities - restricted funds

	Grants Distributed	Staff Costs	Property Costs	Supplies And Services	Other Operating Costs	Total
<i>Projects</i>						
Scottish Government CLPL Science & Technology	-	537,254	34,295	236,731	46,720	855,000
PSTT Sustainability and extension	-	-	-	540	-	540
PSTT Strategic Partnership	-	43,420	-	-	6,580	50,000
NSLC Course Management Support	-	81,568	6,096	1,728	-	89,392
NSLC Primary Cluster CPD	44,301	-	-	-	-	44,301
RCUK Cutting Edge Science Activity	-	7,377	-	23	-	7,400
Unit 1 Refurbishment	-	-	-	-	64,965	64,965
Skills Development	-	-	-	113	-	113
NSLC – STEM Ambassador Programme	-	20,647	-	953	-	21,600
	<u>£ 44,301</u>	<u>£ 690,266</u>	<u>£ 40,391</u>	<u>£ 240,088</u>	<u>£ 118,265</u>	<u>£ 1,133,311</u>
2016	<u>£ 58,192</u>	<u>£ 675,880</u>	<u>£ 34,034</u>	<u>£ 350,354</u>	<u>£ 137,731</u>	<u>£ 1,256,191</u>

SSERC LIMITED
NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

8	Governance costs	2017	2016
	Audit and accounting fees	8,775	9,300
	Staff costs	23,760	21,318
	Board expenses	830	1,206
	Legal fees	1,250	1,500
		<u>£ 34,615</u>	<u>£ 33,324</u>
9	Staff costs and numbers	2017	2016
	Salaries	781,202	766,368
	Social security costs	78,814	61,605
	Pension costs	136,803	122,342
	Pension adjustment	70,000	72,000
		<u>1,066,819</u>	<u>1,022,315</u>
	Seconded and other contract staff	<u>84,931</u>	<u>101,803</u>
		<u>£ 1,151,750</u>	<u>£ 1,124,118</u>
	<i>Allocated:</i>		
	Charitable activities (note 5)	1,127,990	1,102,800
	Governance costs (note 8)	23,760	21,318
		<u>£ 1,151,750</u>	<u>£ 1,124,118</u>
	Average number of employees (full time equivalents):		
	Company employees	21	21
	Local Authority contracted employees	<u>2</u>	<u>3</u>
		<u>23</u>	<u>24</u>

One employee received emoluments in the range £90,000 to £100,000 (2016: One employee received emoluments in the range £80,000 to £90,000). In addition pension benefits were accrued for this one employee under a defined benefit arrangement (2016: One).

The total amount of employee benefits received by key management personnel is £322,210 (2016: £330,359). The key management personnel comprise the Chief Executive Officer, Director of Service and the 2 Heads of Section. (2016: Chief Executive Officer, Director of Service and 3 Heads of Section).

The spouse of one director received £2,672 employee remuneration during the year until the point of his resignation in June 2016 (2016: £11,084).

23 (2016: 21) of the company employees are members of the Lothian Pension Fund.

SSERC LIMITED
NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

10	Tangible fixed assets	Tenants' Improvements	Motor Vehicles	Fixtures & Equipment	Computer Equipment	Total
	Cost					
	At 1 April 2016	444,911	10,835	160,429	121,685	737,860
	Additions	4,022	-	-	21,496	25,518
	Disposals	(6,477)	-	-	(20,706)	(27,183)
	At 31 March 2017	442,456	10,835	160,429	122,475	736,195
	Aggregate Depreciation					
	At 1 April 2016	347,607	2,167	134,979	109,787	594,540
	Charge	52,010	2,167	13,314	12,791	80,282
	Disposals	(6,477)	-	-	(15,387)	(21,864)
	At 31 March 2017	393,140	4,334	148,293	107,191	652,958
	Net Book Value					
	At 31 March 2017	£ 49,316	£ 6,501	£ 12,136	£ 15,284	£ 83,237
	At 31 March 2016	£ 97,304	£ 8,668	£ 25,450	£ 11,898	£ 143,320
11	Debtors				2017	2016
	Due within one year					
	Trade debtors				87,670	74,488
	Prepayments and accrued income				26,182	29,210
	Other debtors				3,801	22,605
					117,653	126,303
	Due after one year					
	Prepayments and accrued income				1,454	1,086
					£ 119,107	£ 127,389
12	Creditors: Amounts falling due within one year				2017	2016
	Trade creditors				59,337	100,443
	Taxation and social security costs				37,212	27,625
	Accruals				99,702	116,796
	Deferred income				23,135	21,087
	Other creditors				17,034	15,247
					£ 236,420	£ 281,198

SSERC LIMITED

NOTES TO THE ACCOUNTS (Continued) at 31 March 2017

12 Creditors: Amounts falling due within one year (continued)

Deferred income

	Balance 1 April 2016	Released in year	Deferred in year	Balance 31 March 2017
Science for Secondary Probationers	7,040	(7,040)	6,505	6,505
SQA Resource Packs	-	-	8,000	8,000
SSERC Training Courses	4,825	(4,825)	3,030	3,030
Effective Demonstrations	1,600	(1,600)	654	654
Stirling and Clackmannanshire Councils Primary Science Projects	7,622	(2,676)	-	4,946
	<u>£ 21,087</u>	<u>£ (16,141)</u>	<u>£ 18,189</u>	<u>£ 23,135</u>

The above incoming resources have been deferred on the basis that the income relates to 2017/18 activities.

13 Provisions for liabilities

	2017	2016
Dilapidation charge	<u>£ 12,000</u>	<u>£ 6,000</u>

The provision for lease dilapidation is in respect of ensuring the premises are returned to their original condition. This provision will come into effect on termination of lease with Fife Council. An additional provision was made for the lease held over Unit 1 in the year.

NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

14 Unrestricted funds

	At 1 April 2016	Incoming Resources	Outgoing Resources	Gains and (Losses)	At 31 March 2017
General funds	894,384	905,849	(911,898)	-	888,335
Pension reserve	(329,000)	-	(82,000)	(284,000)	(695,000)
Designated funds:					
Physics summer school	7,959	13,000	(11,529)	-	9,430
Risk management fund	11,787	-	-	-	11,787
Unit 1 running costs	223,744	-	(59,248)	-	164,496
	<u>£ 808,874</u>	<u>£ 918,849</u>	<u>£(1,064,675)</u>	<u>(284,000)</u>	<u>£ 379,048</u>

Physics Summer School – These funds reflect the surplus on this annual event and are available to support future Physics events.

Risk Management Fund – Funds to support the development of resources to aid the management of whole school risks in a responsible and sensible way.

Unit 1 running costs - Funds have been designated to meet the unfunded annual running costs over the five year period from 2013 and for at least a further 19 months after the current lease ends in January 2018.

15 Restricted funds

	At 1 April 2016	Incoming Resources	Outgoing Resources	At 31 March 2017
Scottish Government CLPL Science & Technology	-	855,000	(855,000)	-
PSTT Sustainability and Extention	-	75,000	(540)	74,460
PSTT Strategic Partnership	13,934	50,000	(50,000)	13,934
NSLC Course Management Support	-	97,535	(89,392)	8,143
NSLC Primary Cluster CPD	13,911	40,000	(44,301)	9,610
RCUK Cutting Edge Science Activity	-	7,400	(7,400)	-
Unit 1 refurbishment	114,508	-	(64,965)	49,543
Skills Development Scotland – Interactive e-learning	30,269	-	(113)	30,156
Fife Council – Economic Development Enterprise	-	5,000	-	5,000
NSLC – STEM Ambassador Programme	-	21,600	(21,600)	-
	<u>£ 172,622</u>	<u>£ 1,151,535</u>	<u>£ (1,133,311)</u>	<u>£ 190,846</u>

NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

15 Restricted funds (continued)

The purpose of each restricted fund is as follows:

Scottish Government CLPL Science & Technology

Scottish Government grant to support Science & Technology education in Scotland through the CLPL project.

PSTT Sustainability and Extension

Grant provided by the Primary Science Teaching Trust to raise confidence and competency of primary school teachers in science and technology.

PSTT Strategic Partnership

Grant provided by the Primary Science Teaching Trust to provide staff to support the PSTT Sustainability and Extension programme above.

NSLC Course Management Support

Grant funding provided to support teacher and technician CPD.

NSLC Primary Cluster CPD

Grant received from the Enthuse charity for a Cluster programme for teachers in Scotland.

RCUK Cutting Edge Science Activity

Grant funding provided to support teacher and technician CPD.

Unit 1 refurbishment

Grant funding awarded from The National Stem Centre for the refurbishment of 1 Pitreavie Court, South Pitreavie Business Park, Dunfermline, KY11 8UB.

Skills Development Scotland – Interactive e-learning

Grant to develop and deliver a package of Interactive e-learning sessions for teachers.

Fife Council – Economic Development Enterprise

Grant received from Fife Council – Economic Development Enterprise as support to the extension of the Engineering in Fife Programme STEM Ambassadors.

NSLC – STEM Ambassador Programme

Income provided from The National Stem Learning Centre for acting as Liaison Lead in the Stem Ambassador Programme in Scotland, ensuring that the STEM Ambassador hubs for Scotland each achieve their targets.

NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

16 Analysis of net assets between funds

	Unrestricted	Restricted	Total 2017	Total 2016
Tangible fixed assets	33,694	49,543	83,237	143,320
Net current assets	1,052,354	141,303	1,193,657	1,173,176
Provisions	(12,000)	-	(12,000)	(6,000)
Pension liability	(695,000)	-	(695,000)	(329,000)
	<u>£ 379,048</u>	<u>£ 190,846</u>	<u>£ 569,894</u>	<u>£ 981,496</u>

17 Related Party Transactions

There were no related party transactions in the year (2016: none).

18 Pension commitments

The company is an employer member of the Lothian Pension Fund and provides benefits based on final pensionable pay to certain employees. The assets of the Fund are held separately from those of the company and are controlled by independent trustees on behalf of the members. Contributions to the Fund are centrally calculated as a whole for all participating employers and they are determined by a qualified actuary on the basis of triennial valuations, the most recent valuation being as at 31 March 2014. Contributions to the Fund are charged to the Income and Expenditure Account and although centrally calculated provide a fair basis to spread the cost of pensions over the employees' average working lives with the company. The contributions of the company were 19.5% of pensionable salary during the year.

	2017	2016
The pension charge for the year	<u>£ 203,803</u>	<u>£ 194,342</u>

The main financial assumptions are as follows:

	2017	2016
Pension increase rate	2.47%	2.1%
Salary increase rate	4.47%	4.1%
Discount rate	2.57%	3.4%

The mortality assumptions are as follows:

Current pensioners	- male	22.1 years	21.1 years
	- Female	23.7 years	23.7 years
Future pensioners*	- male	24.2 years	24.2 years
	- Female	26.3 years	26.3 years

* Figures include males aged 45 as at last formal valuation date.

SSERC LIMITED

NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

18 Pension commitments (continued)

	2017 £000	2016 £000
The total cost recognised in the year were as follows:		
Current service costs	204	191
Net interest expense	12	15
Recognised in net income/expenditure	216	206
Recognised in other losses/(gains)	284	(199)
Total cost recognised	500	7
Amounts recognised in the balance sheet were as follows:		
Present value of funded obligations	(4,093)	(2,961)
Fair value of plan assets	3,398	2,632
	(695)	(329)
Changes in the present value of the defined benefit obligations were as follows:		2017 £000
Opening defined benefit obligation		2,961
Current service cost		204
Interest expense		104
Actuarial losses		804
Contributions by scheme participants		50
Benefits paid		(30)
		4,093
Changes in the fair value of the pension plan assets were as follows:		2017 £000
Opening plan assets		2,632
Interest income		92
Actual return on plan assets (excluding interest income)		520
Contributions by charity		134
Contributions by scheme participants		50
Benefits paid		(30)
		3,398

NOTES TO THE ACCOUNTS (Continued)
at 31 March 2017

18 Pension commitments (continued)

The amount that each major class of pension plan assets constitutes of the fair value of the total plan assets is split as follows:

	2017	2016
Equity instruments	67%	67%
Bonds	23%	20%
Property	7%	9%
Cash	3%	4%
	<u>100%</u>	<u>100%</u>

The return on plan assets was as follows:

	2017 £000	2016 £000
Interest income	92	76
Actual return on plan assets (excluding interest income)	<u>520</u>	<u>45</u>
	<u>612</u>	<u>121</u>

19 Other financial commitments

	Equipment 2017	2016	Land and Buildings 2017	2016
Total commitments under non-cancellable operating leases were as follows :				

Expiry Date :

Within one year	£ -	£ 3,522	£ 24,627	£ -
Within two to five years	<u>£ 11,817</u>	<u>£ -</u>	<u>£ 198,000</u>	<u>£ 309,463</u>

20 Taxation

As a charity, SSERC is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charitable company.