



THE AKILI TRUST

ANNUAL REPORT FOR 2009-10

Charity Name and Number

The Akili Trust: Registered charity number - 1114275

Akili Community Libraries (Kenyan NGO) registered number

OP.218/051/2008/017/5057

Website: www.akilitrust.org

Correspondence Address

119 Victoria Road, London N22 7XG

Trustees

Cleopatra Mukula Ajode

Andrew Ballantyne

Ruth Beedle

Pam Dix (Chair)

Lucy Evans (Treasurer)

Laura Gavshon

Mark Orchard

Anne Sofer

HISTORY, OBJECTIVES AND ACTIVITIES OF THE TRUST

The Akili Trust was established in January 2006 with a remit to establish and support community libraries in Kenya and East Africa. Charitable status was granted in May 2006 and NGO status in 2008.

Coastal Province, where the Trust's libraries are based, is one of the least developed areas in the region. Electrification is slowly being made available but is not affordable in the majority of homes and transport is limited. English is the language of instruction in all Kenyan schools, but there are few books available for people to read, and many adults cannot afford to buy a newspaper. Only 23% of Kenyans attend secondary school and the take up of further education in the region is one of the lowest in Kenya. Yet, there is a real thirst for education and information and libraries are well respected and are seen as key places of free access to learning.

The Akili Trust aims to work with local communities to improve literacy and expand access to information and education. In practical terms, this means:

- Supporting the existing libraries and establishing new libraries as appropriate and when funds are available;

- Ensuring that the libraries have suitable collections of books in English and Kiswahili;
- Ensuring that the libraries are staffed and that staff are recruited from the local community;
- Funding librarian salaries and running costs, including daily newspapers in English and Kiswahili;
- Providing support and training for librarians;
- Establishing local management committees to run the libraries and liaising with them and with local schools and other relevant authorities;
- Maintaining a bursary programme for secondary education.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Akili Trust was created by a Declaration of Trust dated 23 January 2006. The Trust Deed provides for a minimum of three trustees, who are appointed for two or three year terms. When there is a requirement for new trustees, these are identified and appointed by the existing trustees. The Chair of Trustees and Treasurer are responsible for the induction of any new trustee and for circulating information and advice from the Charities Commission and other related organisations.

The Trust Deed gives trustees the power to apply the funds in such a manner as they think fit to further its stated aims. As the Trust aims to spend as much as possible of its funds directly in East Africa, it does not make grants to individuals or organisations who apply for funding speculatively.

Trustees meet at least four times a year to plan developments and monitor progress and finances. The committee reviews quarterly reports and correspondence from the libraries, decides on financial priorities and plans fundraising. Minutes of these meetings are held at the Trust's address. Sub-committees are formed from time to time as required.

The Akili Trust has provided funds for the registration of a sister organisation in Kenya, known as Akili Community Libraries (ACL). The intention is for ACL to provide support and guidance, and eventually to take over day-to-day supervision of Kenyan based activities. At least one Akili Trust trustee will serve as an officer of ACL and Lucy Evans has been appointed Treasurer of ACL. The formal recognition of the NGO status for this group was awarded in May 2008.

In Kenya, each Akili Trust library has a Management Committee, appointed from the local community. The Management Committee also includes representatives of the primary school where the library is based, normally the Headteacher and the Chair of the Primary School Management Committee. This Committee provides support,

encouragement and advice to the Librarian and Assistant Librarian, as well as being a further point of contact and information for the Akili trustees.

ACHIEVEMENTS AND PERFORMANCE OF THE TRUST

During the year ending September 2010, the Akili Trust has continued to support the libraries in Dabaso and Kakuyuni. Akili has also supported other local organisations with books, including the local orphanage and health education projects. During the year, the computers, purchased at subsidised rates from the UK charity Computer Aid, were shipped to Kenya along with a consignment of donated books. This consignment was re-routed by air to Nairobi because of the high costs of shipping and insurance, which caused some problems for the Trust. However, the shipping agent who had previously acted for us was able to manage this and the resources were delivered to Dabaso and distributed from there.

This now means that each library has six working computers. We have used the funding from the Leggatt Trust to set up two six month contracts for an IT trainer to work in each school and develop a training programme for the library staff, school teachers from the local primary and secondary school and students. This will be monitored and evaluated during the year. Both members of staff have previous experience in the IT field so the trustees will be looking for their advice and guidance on the provision of internet access, network printing and other issues. This will need to be monitored and evaluated so that future plans can be developed.

Dabaso Library

Dabaso Library is now firmly established in the local community and as part of the school. It is well used by students from the school during the school day and by students from the nearby local secondary schools. It has a good number of regular adult borrowers, who use the library for book borrowing and for reading the newspapers. The staff team is working well and the library assistant will be covering the post of senior librarian during her maternity leave and a temporary Library assistant employed during this time.

The trustees have allocated the Library Management Committee the funds to build an outside reading area along the lines of the space at Kakuyuni. This will increase the reading and study space available and is much desired by the school and the local community. This project will be managed by the Committee.

Kakuyuni Library

Kakuyuni Library was opened in October 2007 and is also now well established in the local community. The staff team are committed and hard working. Sadly the inspirational headteacher, who was a key figure in the establishment of the library, died unexpectedly in December 2009. His loss has caused considerable disruption to the school, but the Trustees have been informed that a permanent and committed headteacher was appointed in the summer of 2010.

Library Bursaries

Each year, the Akili Trust funds the secondary education of a boy and a girl from each 'host' primary school. These students are selected by an independent panel and the choice is based on performance in the national leaving exams and on the family's financial circumstances. The intention is that these bursaries are for able students who would not otherwise be able to afford secondary education. The Trust now pays 100% of the fees, but the students / families are responsible for funding the costs of equipment, uniform and holiday tuition. The progress of the students is closely monitored and supported by the library staff and reported on to the Akili trustees. The students are required to work in the library at certain points during the academic year, carrying out general library duties and helping younger students with their schoolwork. A manual has been produced which covers all aspects of the bursary programme including sample forms and letters for all stages of the process.

Other Activities

The Trust has developed a successful fundraising programme, both through events, such as musical evenings, and bids or grant applications. This will need to be continued to ensure that there is adequate funding to cover the costs of the libraries and the bursary students. One of the trustees has taken responsibility for this.

The development of the Akili Trust website has been a priority to ensure that the Trust has maximum publicity and a simple method for keeping in contact with existing donors. This will need further work during the coming year.

Trustee visit

The next trustee visit is planned for October 2010. However, a supporter of the Trust spent a week in the libraries in April 2010 and was able to meet the library and school staff and work on a number of outstanding issues for us. The focus of the next visit will be monitoring the work that has happened since the previous visit and establishing close working relationships with the new headteachers in both of the primary schools.

Additionally, the comparatively new local secondary school is keen to explore the opportunities for partnership working.

RISKS AND CHALLENGES

It is clear that, with world economies in a state of flux and the impact that this has on exchange rates, budget monitoring is a priority to ensure that the Trust does not become over-committed.

We also recognise as a challenge the difficulties of managing staff and keeping in touch with developments from a distance. Trustee visits have been invaluable in this respect and the Trust aims to ensure direct contacts are made at least once a year, and has set up a new policy to support this.

FUTURE PLANS

Our priorities for the next year include:

- To ensure that there is an annual visit by Trustees;
- To explore and develop the role of the NGO and to make sure that it conforms to the necessary statutory requirements in Kenya;
- To look at opportunities for partnership work with other organisations in Kenya;
- To continue to provide relevant books, especially books in Kiswahili and featuring African writers and those important for the Kenyan school curriculum;
- To look at the future opportunities for our bursary students and to seek advice about university and HE opportunities in Kenya; and
- To work on our fundraising strategies and development plans.

FINANCIAL REVIEW

The net income for the year was £17,167.42, including two grants of £300 and £500.

Our total expenditure fell only marginally to £14,085.45, which breaks down as below. Overall, our net position therefore is that we generated slightly less funds than last year but our cumulative cash position going forwards remains strong.

Expenditure break-down:

Both libraries salaries & running costs:	£5,252.82	Note 1
Infrastructure Costs incl electricity at both libraries:	£1,331.96	Note 2
Purchase of Books & Library materials:	£327.15	
Secondary School bursaries:	£3,661.88	Note 3
Computer costs in Kenya:	£546.66	Note 4
Import costs (books and computers) :	£1,439.59	Note 5
Costs relating to fire at school:	£477.04	Note 6
Bank, Regulatory & Currency charges:	£350.05	
UK Admin Costs incl website:	£836.27	Note 7
Money used to generate funds:	£524.84	Note 8
Exchange Rate Differences (Gain):	£(665.81)	

Total: £14,085.45

Notes

1. Staff salaries and costs are stable with a standard pay increase for four permanent members of staff. Increase reflects the appointment of grant-funded IT trainers, though the majority of these costs will be shown in the next financial year.
2. This infrastructure amount includes funding to increase the reading areas at Dabaso, by building makuti shelters and providing tables and chairs and other ancillary items. This provides Dabaso with a similar outside space to Kakuyuni, which works well. Also included are electricity costs for both libraries.
3. School bursaries increased by an additional four children, two per library, to make a total of 14. Some of the schools allocated were more expensive than the schools we currently work with.
4. Computers were purchased through Computer Aid at a subsidised cost and this cost was in last year's accounts. Computer Aid also arranged the shipment of these together with 41 boxes of books for the libraries. Included in this amount are monies spent on adding electric sockets and benches for the computers as well as missing computer programs to get them up and running once they arrived.
5. The main bulk of this figure is the amount spent in charges incurred once freight has reached Kenya and the amounts paid to the agent and for official documentation at the docks to get the books and computers to the libraries.
6. One of the secondary schools had a fire which destroyed books and other materials. We provided assistance to bursary students and others associated with the Trust to support them in the replacement of books and school materials.
7. Money and time were spent in creating a fully functioning website for Akili and in ensuring that this can be maintained and developed to promote the charitable purposes of the Trust. Initial

costs for design and development are higher, but annual maintenance and development costs will be considerably lower.

8. Akili runs a programme of fundraising musical concerts. There are costs associated with these evenings including the hire of venues and the provision of food and drinks, which are offset against the income generated. Most musicians have donated their time for free and volunteers help on the evening so there are no staff costs.

Currency Fluctuations & Economic Factors

During the financial year to September 2010 economic unease in Kenya once again had an impact on exchange rates during the year. These exchange rate fluctuations have generally benefitted Akili and we show an unexpected exchange rate gain in the accounts of over £650. This is because when we made large deposits into our Kenyan account the Sterling/Kenyan exchange rate was high so we effectively were purchasing more Shillings with our Sterling but when we went to spend them (on salaries etc) the exchange rate had dropped so we made a gain. This was not an intentional strategy, however, as we do not speculate on exchange rates so we will not know until next year whether we will have the same benefit (or indeed loss). This gain has been accepted by our auditors as fair.

One other factor worth noting is that UK banks have such low interest rates that we are effectively not making any money for amounts left on deposit in the UK bank. These amounts are usually small anyway but this year our bank interest earned was virtually negligible.

STATEMENT OF ASSETS AND LIABILITIES FOR Y/E 9/10

D1a	<u>Cash Funds</u>	
	Co-operative Bank UK	0
	CAF Bank UK	16,309.09
	Kenya Commercial Bank	683.34
D1b	Other Monetary Assets	0
D3a	Investment Assets	0
D3b	Assets retained for Charity's own use	0
D2	Liabilities	
Total as per Accounts:		16,992.43

Signed on behalf of the Trustees:

P. Dix

Name: *PAMELA DIX*

Date: *8/7/11*



INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR Y/E 09/10

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

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

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

A handwritten signature in black ink, appearing to read "Ben Morris".

Name:

Ben Morris

Date:

7/7/11

Relevant professional qualification or body (if any):

ACA

Address:

2 WHITELOW LANE
WINCHMORE HILL
BUCKS
HP7 9NF