

**THE AKILI TRUST
ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2014**

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 ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2014

Trustees

Ruth Beedle

Pam Dix (Chair)

Lucy Evans

Laura Gavshon

Dan Gavshon Brady (Treasurer)

Mark Orchard

Jenny Pitkin

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 Kenya, as Akili Community Libraries, in 2008.

Kilifi District (previously known as 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.

In Kenya, primary schools are universally free. However, this is a deceptive statement: many schools are desperately under-funded and under-resourced, with parents expected to pick up the shortfall through the PTA (Parent Teacher Association) as well as ancillary costs for schooling (uniforms, materials, and so on, which aren't cheap). Secondary schools experience a drastic drop in enrolment as people cannot afford to pay the school fees (from 84% to 50% across the country). Attendance rates are particularly low in Kilifi District 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 have adequate IT provision and run suitable training programmes for the school and the community
- Ensuring that the libraries are adequately staffed with locally appointed personnel;
- 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, costs in the UK are kept to a minimum. The Trust does not make grants to individuals or organisations that 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 operates in Kenya through a local NGO, Akili Community Libraries (ACL), wholly funded from Akili in the U.K. ACL is effectively the business operation in Kenya. Its accounts are audited by independent auditors based in Nairobi and annual reports are lodged with the NGO Board and returns prepared for the KRA (Kenyan Revenue Authority). The ACL committee includes the two chairs of the Library Management Committees, Emmanuel Yongo and Francis Matayo, together with Lucy Evans as the representative of the Akili Trust and Benson Mutua (the in-country manager of a US funded school project, PEI – Project Education). It is agreed that a meeting will always be held with whichever of the U.K. trustees visits Kenya.

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. They are responsible for the selection of staff, monitoring of staff performance and for the management of the selection process for the bursary students and also a delegated budget for running costs and incidental local spending. The larger sums relating to salary costs, bursaries and book purchase will continue to be managed by the trustees through the main KCB account. The libraries are required to prepare a mid year and end of year financial report and the U.K. treasurer, Dan, has prepared guidelines to help with this.

ACHIEVEMENTS AND PERFORMANCE OF THE TRUST

During the year ending September 2014, the Akili Trust has continued to support the libraries in Dabaso and Kakuyuni and has helped resource the neighbouring secondary school library, at Canon Mweri School. It has been a period of staff change in some of the schools, with new headteachers in two of them and the sad death of the teacher librarian in the secondary school. The new Canon Mweri principal does not feel he has sufficient funds to employ a full time librarian but has asked us to work with the new teacher librarian when appointed.

The trustees have felt for some time that the system of quarterly reporting does not give the full story of what happens in the libraries. Trustees Laura and Dan have worked with the staff to create a new template for these reports which should become operational early in 2015.

Dabaso Library

Dabaso Library is now firmly established both in the school and as a part of the local community. 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, for reading the newspapers and for learning to use the computers. During the recent troubles in Kenya the librarians have had to increase the number of newspapers they buy because this is the main source of news in the community.

The headteacher at the school has worked hard to improve the learning environment of the school and has embarked on a comprehensive programme of decoration and construction with the help of external funders.

Kakuyuni Library

Kakuyuni Library has struggled with the rapid turnover of headteachers and the subsequent instability in the school. It has now entered a more stable regime, though the school has very limited budgets and is very overcrowded with students. The staff team work very well together and the library is very busy with both readers and computer users. It is well used by the whole community as a study environment.

Books

The libraries are stocked with a mixture of books shipped from England, about every 15 months, and books bought locally. The shipment consists of books donated by publishers and individual donors, mainly children's picture books, fiction and non-fiction and some popular adult fiction. Money is provided for the local purchase of East African curriculum materials, Swahili books and fiction in both English and Swahili.

Library Bursaries

The bursary programme is now well established and well known in the local area. We offer two bursaries, one for a girl and one for a boy, in each of the schools. This is funded from the general Akili budget together with individual donors and the Hutton Dabaso Trust. This year we received a grant from the Ernest Cassel Trust to fund two additional bursaries for a girl and a boy in each school for the four years of secondary schooling, bringing our total number of students in 2014 to 24. The students are selected in January each year for the beginning of the Kenyan school year.

The independent panels that do this selection, under the auspices of the library committees, raised a number of concerns with us this year. They asked to implement new criteria around time in the school as they had evidence of students transferring to our schools from private schools in the hope of getting a bursary. Their other concern was around the discrepancy in performance between boys and girls at the end of primary school, a situation that is particularly noticeable in Kakuyuni School. The trustees reiterated their commitment to equality in terms of the allocation but also asked the committees to consider ways in which the performance of girls can be enhanced.

The progress of the students is closely monitored and supported by the library staff and reported on regularly to the Akili trustees. The librarians carry out this responsibility with considerable care, attending regular meetings with the secondary schools. They have applied sanctions or additional support to students when necessary. 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. We assisted one of our graduating students with funds for his first year at university as he had obtained a grant but only from year two onwards.

A further grant from the Cassel Trust enabled us to buy revision guides for the bursary students and to keep sets of these in the libraries for more general use. These have been received with much enthusiasm.

One of the trustees, Jenny, has taken over responsibility for bursary students and is currently working with the librarians to establish a system of reporting on their progress for U.K. donors. We have decided not to match donors to individual students but rather to do a collective feedback for all. This information will be collected once a year at the end of the school year in December.

Other Activities

Regular newsletters and website

A comprehensive mailing list is maintained through the website and regular newsletters are produced to keep funders and supporters informed about developments in Kenya. One issue this year focused specifically on the bursary students. The website is used for current information and updates.

Trustee visits

Jenny Pitkin visited the libraries in December 2013 and provided us with some very upbeat reports. She was able to do some trouble shooting with staff about the IT provision in the libraries and reported that the cost of computers locally was reasonable so this should be the method followed in the future. While there, Jenny was able to spend considerable time with all the library staff and attend meetings of both library management committees. She was also able to address meetings of parents and staff at the two primary schools and make useful contact with staff and student representatives for the library at Canon Mweri School. Jenny reports that two particularly pleasurable activities were meeting with many of our bursary students and learning about their experiences both at school and home, and awarding certificates to members of the community in Dabaso who had successfully completed one of two computer skill courses put on by the library.

A further trustee visit was planned for May 2014 but this had to be cancelled because of Foreign Office restrictions on travel in the coastal areas of northern Kenya. This has had an impact on some of our development plans for the year, particularly the idea of working in more detail with the girls in the primary schools. It is harder to carry out a consultation of this kind without face-to-face meetings.

NGO

The annual returns were completed with our auditors in Nairobi. The librarians were able to provide adequate financial information to support the returns made from the U.K. treasurer.

Due to ACL being a separate entity from the Akili Trust, with separate accounts and a separate reporting procedure to adhere to, we have not included ACL assets in this year's financial reports. However, for clarity, it is noted that at the end of the year ended 30th September 2014, there was £5,258 (751,874 ks) in ACL's account with KCB.

FUNDING

The Trust's funding comes from a variety of sources.

- There are a number of key regular donors with standing orders, together with other occasional, but regular, donors. Donations have increased this year.
- Grants from charitable organisations are applied for when we are looking at specific projects.
- Fundraising events are run throughout each year. These also help to maintain interest in our work amongst the Akili 'community' in the U.K. This year's highlights included two wonderful musical evenings, one with Man Overboard at Lauderdale House in Highgate and one with Opera Allegria in St Mark's Church in Camden. There was also a repeat of the very successful Pay to Play evening in Islington. Regular features of the calendar like the cricket tournament and the coffee mornings are also

important fundraisers. This year we introduced a new activity into the calendar, a quiz evening. This was very popular, very enjoyable and a good fundraiser. We are very grateful to the organisers, Felicity and Colin Luke and to the vicar of St Mark's Church in Camden for allowing us to use the church for this and several events during the year. We hope the quiz will become an annual event.

- There are a number of links with schools in London and donations came from several schools this year, including Stoke Newington School and the Garden Suburb infants school.
- The charity 'Football for Fun' continue to provide us with footballs to take to distribute on our trips.

This year two trustees, Ruth and Jenny, prepared a new leaflet about the Trust with the support of graphic designer, Caroline Dorset.

Gift Aid claims are made annually and provide a significant additional amount of income on all eligible donations.

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. It is also clear that the continuing state of tension between Kenya and Somalia will pose a threat to travel and to future visits.

We also recognise the challenge of managing staff and keeping in touch with developments from a distance and the fact that this will become more difficult if regular visits are not possible.

FUTURE PLANS

Our priorities for the next year include:

- Ensuring that there is an annual visit by Trustees whenever possible and exploring setting up Skype in the libraries so that regular face-to-face communication is possible if travel to the area remains restricted by the Foreign Office;
- Looking for opportunities for partnership work with other organisations in Kenya;
- Continuing to provide funding for the purchase of relevant books, especially books in Kiswahili and featuring African writers and those important for the Kenyan school curriculum;
- Refreshing the look and functionality of the Akili Trust website (www.akilitrust.org)
- Looking at the future opportunities for our bursary students and seeking advice about work experience, university and HE opportunities in Kenya;
- Considering the issues around the performance of the girls, both at the end of primary school prior to the bursary selection process and during their sponsored years as it has become clear that girls are underperforming;
- Working on our fundraising strategies and a long-term strategy for the future of the Trust.

Financial Review

The net income for the year was £28,421, an increase of £4,000 on the previous year. This represents a grant for four years for four bursaries and the Gift Aid claim.

Income	£28,421 (*note 1)
Standing orders	£3,360
Donations	£10,517
Bursaries	£6,100 (*note 2)
UK events	£7,175
Interest	£7
Credit	£0
Sales	£0
Gift Aid	£1,262

Note 1. Gift Aid for the previous year was claimed in November 2013 and therefore is shown in this year's accounts.

Note 2. The grant from Cassel is for four bursaries, and the payment for the full four years was made in this financial year.

Expenditure	£20,683
Transfers to KCB account	£17,000 (*note 3)
Maintenance and upkeep	£580
Transfer charges	£60
Shipping	£70 (*note 4)
Web, media and printing	£252
UK events costs	£2480 (*note 5)
Trip expenses	£241 (*note 6)

Note 3. We have increased the amount transferred and reduced the number of transactions, considerably saving on costs. The spending from the KCB account is scrutinised as part of the accounting procedure for the NGO. Accounts for this are submitted to the NGO Board in December every year.

Note 4. There was no shipment during the financial year and these expenses relate to a delivery of shelving for the next shipment.

Note 5. This includes expenses for fundraising events, costs that are offset against the income raised by these activities.

Note 6. This includes local travel costs and any cash expenses that trustees incur, in this case mainly IT repair costs

Cash funds at year end

£13,976.38

Statements of assets and liabilities at year-end 9/2014

B1 Cash funds	
CAF bank	£13,976.38
Total	£13,976.38
B2 Other monetary assets	£0
B3 Investment assets	£0
B4 Assets retained for charity own use	£0
B5 Liabilities	£0

Date: July 20th 2015

Signed:

P. Dix

Pam Dix
(Chair and trustee)

Dan Gavshon-Brady

Dan Gavshon-Brady
(Treasurer and trustee)

