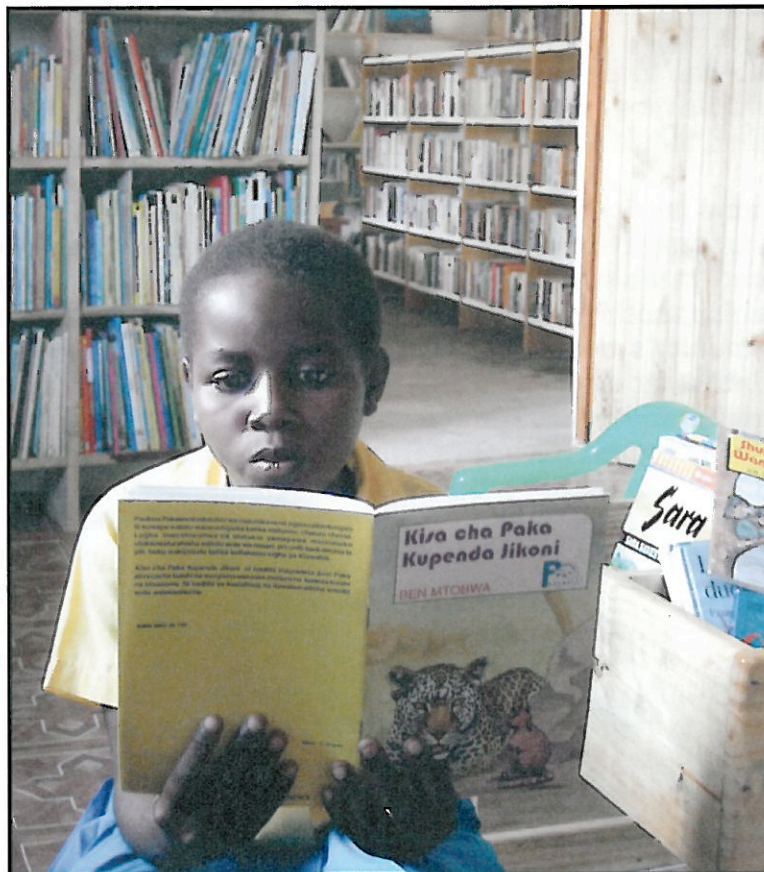




THE AKILI TRUST

ANNUAL REPORT 2006-2007



THE AKILI TRUST

TRUSTEES' ANNUAL REPORT 2006 – 2007

Charity Name and Number

The Akili Trust: registered charity number 1114275

Correspondence Address

115 Chetwynd Road London NW5 1DA UK

Trustees

Andrew Ballantyne
Pam Dix
Mark Orchard

Ruth Beedle
Lucy Evans (Treasurer)

Nicci Crowther (Chair)
Cleopatra Mukula



HISTORY, OBJECTIVES AND ACTIVITIES OF THE TRUST

Nicci Crowther first became involved in setting up a library in Dabaso, Coast Province, Kenya, when she was invited to join a project instigated by the Hutton-Dabaso Twinning Association, led by Mark Orchard. She helped establish a small library in Dabaso Primary School in April 2003, and agreed to fund a librarian's monthly salary of around £25. It soon became clear that this library was inadequate for the community's demands. As a consequence, Nicci Crowther raised the funds to expand Dabaso Library into a far larger space in the Primary School compound, which was fitted out with shelves, spaces to read and work, furniture and solar panels for lighting after dark. This was officially opened by the District Education Officer in October 2005.

Conversations with local education authority staff and with the Mayor of Malindi led to the conclusion that similar libraries and information centres were very much needed elsewhere in the District. Away from the coastal strip favoured by tourists, Coast Province is one of the least developed areas in the region. There is little electrification and few tarmac roads. 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 primary schools, classes of 70 to 80 children are not unusual, and of those pupils who qualify for secondary school in Malindi District, 90% cannot afford the fees. And yet, there is a real thirst for education and information.

The Akili Trust was therefore set up in January 2006 with a broad remit to establish and support further community libraries, starting in Malindi District, and expanding as funding permitted. 'Akili' means 'brains' or 'intellect' in Kiswahili, the official language throughout the region, and was selected as an appropriate name for the charity. Trustees were recruited with expert knowledge of Kenya, libraries, education and finance, and charitable status was granted in May 2006.

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 existing libraries and opening new libraries as appropriate
- Ensuring that the libraries have suitable collections of books in English and Kiswahili
- Funding librarian salaries and running costs, including daily newspapers,
- Providing support and training for librarians recruited from the local community,
- Liaising with the library committees, local schools and other relevant authorities,
- Maintaining a bursary programme for secondary education

as well as looking for other opportunities to support education in the widest sense.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Akili Trust is a charitable trust 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 is responsible for the induction of any new trustee and for circulating information and advice from the Charities Commission and other related organisations. With the exception of Cleopatra Mukula who was appointed in March 2007, all of the trustees have held office since the Trust was set up in January 2006.

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 review quarterly reports and correspondence from our libraries, to decide on our financial priorities and to make arrangements for further fund-raising. Minutes of these meetings are held at the Trust's address. Sub-committees are formed from time to time as required, for example, to draft a detailed strategic plan.

The Akili Trust has provided funds for the registration of a sister organisation in Kenya, to be 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.

At a local level, each Akili Trust library has a Management Committee, of which a majority is elected by and from the Registered Readers. 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 2006-2007

During the year ending September 2007, The Akili Trust has continued to support Dabaso Library, collected and shipped more than 8,000 selected books from the UK to Kenya, started building work on a second library in Kakuyuni and continued to liaise with local authorities in Kenya.

Dabaso Library

The two librarians, Stephen Yongo and Josephine Nzaro have continued to work well and develop their skills. Dabaso Library is open to the community from 8 am to 6 pm on weekdays, and from 8 am to 1 pm on Saturdays. Communication with trustees is mainly through email and text messages, and quarterly reports of both the financial situation and numbers of books catalogued and borrowed are sent to the Akili Trust. In January 2007, we were delighted to hear that Dabaso Primary School, in whose compound the library is situated, performed outstandingly well in the national leaving exams, leaping from second-to-bottom in the district, to Number Two – an achievement that many in the community put down to having a library where the students can read and work.

In March, a new Library Committee was elected from the Registered Readers through a secret ballot. Trustee, Pam Dix, who is an experienced school librarian, visited Dabaso in August and initiated a training programme with the librarians, working on cataloguing, display and reader development. As the original book stock in Dabaso was rather haphazard and the children's picture books in particular were getting battered through constant use, the Trust sent nearly a thousand new books from the UK and bought £250 worth of African novels and children's books from publishers in Nairobi, according to the librarians' requests. With the new stock, a small room off the main library was converted into a children's library in September 2007.

Kakuyuni Library

Nicci Crowther visited Malindi District in February 2007 to liaise with the District Education Office and the local community on plans to open a new library on the edge of Kakuyuni Primary School compound. As a result of their encouragement, nearly 5,000 books were collected in the UK and despatched to Kenya, with additional African books bought in Nairobi. The books were all in good condition, many of them brand new and donated by publishers, and chosen in accordance with a 'library requirements' form that we had asked local people to fill out – a mixture of children's and adult novels, non-fiction, education texts and reference material.

Nicci Crowther returned to Kenya in September 2007 to supervise and pay for building work to fit out the classroom donated by Kakuyuni Primary School. (The new library was opened on 12 October 2007, after the end of this financial year). After extensive advertising, shortlisting and interviews, two librarians from the community were appointed. Janet Kaingu and Mohamed Athman both completed secondary school and have experience working in education.

Library Bursaries

Each year, the Akili Trust commits to funding a boy and a girl from the leaving class of each 'host' primary school who has excelled academically, and whose family cannot afford secondary school fees. These 'library bursaries', guarantee that The Akili Trust pays 90% of their fees for the duration of their course. In return, the students are expected to work for four hours per week helping in the library. Of these, two students, Fiki Katana and Laurence Nzai, have immediately shone at their high schools, coming respectively first and third in their end-of-first-year exams.

Relationships with local authorities

The Akili Trust has developed a good relationship with the Kenya National Library Service. Pam Dix visited the Headquarters in Nairobi to exchange ideas, and the Malindi Librarian, Mrs Rose Chemelil, gave regular advice, support and encouragement to the Dabaso librarians, as well as serving on the interview panel for the new Kakuyuni librarians. In return, The Akili Trust donated a thousand good quality books, mostly adult and children's novels, to replenish Malindi Library's ageing stock. From our consignment of books, The Trust also donated specialist development books to the District Development Office's information centre and three boxes of spare picture books to a Watamu nursery school for children at risk. We continued to hold regular meetings with the District Education Office, local head teachers and organisations involved in tertiary education.

RISKS AND CHALLENGES

Providing books, newspapers and somewhere to read them is a good start for poorly resourced communities. However, it is simply not enough: we have discovered that most readers don't know how to use an encyclopaedia, or don't consider reading stories aloud to children. Whilst many people are keen to know how to send an email or access the internet, it's problematic if they've never touched a computer keyboard before. We are therefore working on further training and skills development with our librarians.

Like many countries, there is potential for corruption in Kenya, and we are regularly informed of the political situation on the ground. We ensure that we control all major expenditure ourselves, and require that all library accounts be made available for public inspection, with quarterly totals placed on library noticeboards.

However, it is hard to manage a project from three thousand miles distance, so we are in the process of setting up Akili Community Libraries, with mainly Kenyan trustees, to keep a closer watch on activities than we can achieve from the UK. As we expand the Trust's activities further, we expect to appoint a Kenyan Project Manager to ensure that libraries are running smoothly, to keep a constant check on accounts, to help train librarians in reader development skills and to liaise with local communities and authorities.

FUTURE PLANS

Funding permitting, our priorities over the coming year are:

- to work with Dabaso and Kakuyuni to bring electricity into the school compounds, and then to supply each library with up-to-date computers and printers. We will also investigate whether satellite broadband provision and eco-friendly power sources are realistic options,
- to establish a systematic Reader Development training programme for our librarians and fund our longest-serving librarian on a Librarianship course at Mombasa Polytechnic,
- to register Akili Community Libraries as an International NGO in Kenya,
- to liaise with Malindi District Education Officer, the Mayor of Malindi and the District Development Officer on where to locate our third library,
- to draft a detailed strategic plan for the next five years.

FINANCIAL REVIEW

The net income for the year was £12,493, including one grant from a grant-making trust of £500. Our total expenditure was £9,303, which breaks down as follows:

Kakuyuni build costs (to date)	£2,965	
Dabaso salaries and running costs.	£1,689	
Shipping books and shelving to Kenya	£1,757	
Purchase of African books in Nairobi	£ 557	
Secondary school bursaries	£ 755	
Bank charges, currency exchange etc.	£ 286	Note 1
Trustee travel expenses (within Kenya)	£ 844	Note 2
Expenses for generating income	£ 408	Note 3
UK admin expenses	£ 42	

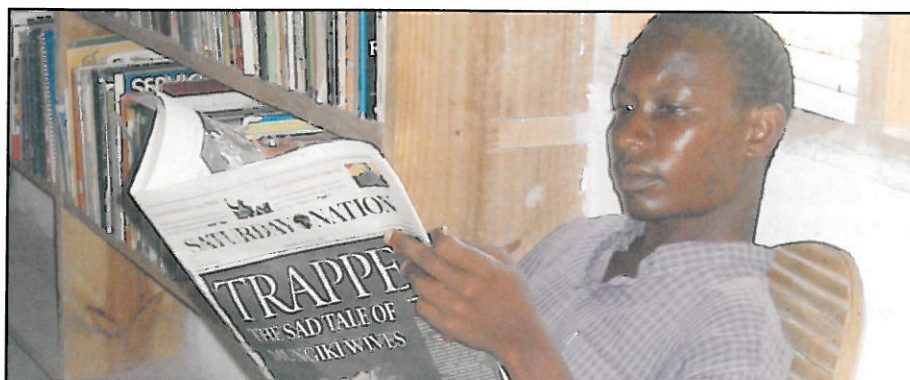
At the end of the year, the financial reserves were £7,959, of which £2,612 was spent within weeks to complete Kakuyuni Library and start the registration process for Akili Community Libraries in Kenya. With two libraries now open, monthly running costs come to £280, with further secondary school bursary payments due in January 2008. The adequacy of the reserves are reviewed monthly.

Notes:

1. After experimenting with sending librarian salaries via Western Union, trustees decided to open a local bank account at Kenya Commercial Bank in Malindi. As The Akili Trust is not yet registered with the Kenyan authorities, the account is in the name of the Chair, Nicola Crowther, but is reserved entirely for Akili Trust activities, with bank statements accessible online and held in hard copy at the Trust's address. This account enables us to send lump sums from the UK via SWIFT transfer or cheque, and transfers can be made either by standing order or through email requests. The KCB charges a small amount (usually under £1) for each transaction.
2. UK trustees made three trips to Kenya in the year, paying for their flights and accommodation out of their own pockets. This sum represents fuel and driver costs when visiting libraries and officials in Nairobi and Malindi over a total of eight weeks. In addition, the Trust paid for two future trustees of Akili Community Libraries to fly from Nairobi to Malindi to visit the libraries.
3. The majority of this sum was on food and entertainment for a funds and awareness raising event held in November 2006.

Akili's four librarians





RECEIPTS AND PAYMENTS ACCOUNTS

<u>Receipts</u>		Y/e 9/06	Y/e 9/07
	Gift Aid Donations	2,100	3,194
	Non Gift Aid Donations	5,301	7,875
	Anon cash donations	0	587
	Grants received	0	500
	Tax on Gift aid	0	0
A1a	Sub-totals: Donations	7,401	12,156
A1b	Trading income	0	251
A1c	Bank interest receipts	1	86
	Sub-Totals: (A1a,A1b,A1c)	7,402	12,493
A1d	Other Receipts	0	0
Total Receipts		7,402	12,493
		A1	
<u>Payments</u>			
A2a	Payments for generating funds	0	408
(i)	Library bursaries	233	755
(ii)	Charitable activities in Kenya	2,023	6,969
(iii)	External Support Costs	35	286
(iv)	Management, admin & expenses	340	886
A2b	Sub-totals: Charitable Payments	2,631	8,896
	Sub-Total: (A2a +A2b)	2,631	9,304
A2c	Other Payments	0	0
Total Payments		2,631	9,304
		A2	
Net of Receipts (Payments)		A1-A2	4,771
Cash Funds last year end		A3	0
Cash Funds for this year end		A1-A2+A3	4,771
			7,960

STATEMENT OF ASSETS AND LIABILITIES FOR Y/E SEPT 2007

D1a	<u>Cash Funds</u>	
	Co-operative Bank	4236
	Kenya Commercial Bank	3367
D1b	<u>Other Monetary Assets</u>	0
D3a	<u>Investment Assets</u>	0
D3b	<u>Assets retained for charity's own use</u>	0
	Withdrawn from KCB for Kakuyuni build as per building expenses	357
D2	<u>Liabilities</u>	0
	TOTAL AS PER ACCOUNTS	<div style="border: 1px solid black; padding: 2px; display: inline-block;">7960</div>

Signed on behalf of the trustees: NICOLA CROWTHER

Date 08 July 2008

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR Y/E 09/07

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 Wendy Pearce

Date 23/06/08

Address Pound Cottage, 1 The Common, Kings Langley, Herts WD4 8BW