

**READ - THE READING AGENCY
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2014**



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COMPANIES HOUSE

Company Number: 3904882
Charity Number 1085443

READ - THE READING AGENCY
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2014

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READ – THE READING AGENCY

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2014

| | | |
|---------------------------------|--|--|
| Charity name | Read - The Reading Agency | |
| Legal status | Company limited by guarantee | |
| Charity registration number | 1085443 | |
| Company number | 3904882 (England and Wales) | |
| Registered Office | Free Word Centre 60 Farringdon Road London EC1R 3GA | |
| Auditors | M J Bushell Ltd 8 High Street Brentwood Essex CM14 4AB | |
| Bankers | Lloyds Bank plc High Street Winchester SO23 9DA | CAF Bank Ltd West Malling Kent ME19 4TA |
| Solicitors | Bates, Wells and Braithwaite Cheapside House 138 Cheapside London EC2V 6BB | |
| Trustees | L Cleaver (Chair) V M Griffiths (Vice Chair) J Brown J Cox A Durcan A Langley (Elected 17 June 2014) J Marriott D O'Gara M Seaman J Stevens T Moody-Stuart | |
| Director | S Wilkinson | |
| Director of Business Management | P Barker | |

READ – THE READING AGENCY

STRUCTURE, GOVERNANCE AND MANAGEMENT FOR THE YEAR ENDED 31 MARCH 2014

Governing Document

Read - The Reading Agency is a company limited by guarantee and a registered charity. It was formed in July 2002 from the merger of Launchpad, Well Worth Reading and the Reading Partnership and changed its name from The Reading Agency for Libraries to *Read – The Reading Agency* in November 2007.

Trustee Recruitment, Election, Induction and Training

The Board of Trustees appoints new trustees from time to time, to fill a vacancy or as an addition to the existing trustees.

In accordance with the company's Memorandum and Articles of Association, a new trustee may be appointed by nomination from any of the existing trustees. The nomination must take place, and be seconded, at a board meeting (other than the Annual General Meeting).

At every Annual General Meeting, the longest-serving third of the trustees retire from office. Trustees retiring in this manner are eligible for re-election. During the year, T Moody-Stuart, J Marriott and J Stevens retired and were re-elected to the board.

Potential trustees are invited to attend a Board meeting to assess whether they would like to join the Board. They are provided with a Board induction pack containing legal, financial and structural policy and planning information, and they meet with the Senior Management Team before their first Board meeting to discuss the information in the pack and clarify any questions about trusteeship and the organisation. If the trustee has a special role then they may also meet with the relevant specialist employee to discuss this area.

Organisational Structure

The Board of Trustees, of which there should be a minimum of at least six members, oversees the administration of the charity. The Board meets quarterly, and an observer from Arts Council England has a standing invitation to attend these Board meetings.

The day to day running and forward planning of the organisation is the responsibility of the Senior Management Team. To ensure the organisation meets its charitable remit, the Senior Management Team reports to the Board regularly on finance, employment, risk management and strategic development.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees as at 31 March 2014 was 10.

Risk management

The charity has a developed risk management strategy. This strategy comprises:

- Annual comprehensive review of risks across all areas of the organisation's activity;
- Establishment and implementation of systems and procedures to mitigate the risks identified; and
- Continued monitoring of potential risks regularly reported to the Board.

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: MISSION, OBJECTIVES AND ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

Mission and Objectives

The Reading Agency is an independent charity with a mission to give everyone an equal chance in life by helping people become confident and enthusiastic readers.

The charity focuses particularly on helping people needing extra support to become readers – children in their formative years, disadvantaged young people and adults with poor literacy skills.

We change lives by involving over 1million people each year in practical activities like reading challenges. These make reading social and more enjoyable, and increase people's reading range, confidence and skills.

We are the leading reading charity working with librarians. We help them work collectively to get people reading, and reach readers through 4,200 libraries. From that basis, we reach out even further, to work with health workers, prison staff, teachers and college tutors.

In the five year period to 2018, we aim to create another 10 million life changing reading opportunities. Because everything changes when we read.

Review of activities

1. Overview

We continued to significantly deliver against our mission during 2013/14, in summary through:

- Delivering national reading programmes that help more children, young people and adults to have excellent creative reading experiences. We have used our five creative tools – challenges, reading groups, volunteering, promotions and author interaction – to engage a wide range of people, through providing our partners with simple, powerful tools to help inspire readers;
- Developing our role as a strategic library development agency, helping libraries continue to innovate despite huge pressures;
- Ensuring our reading work has provided valuable support for creative writing and talent development for writers;
- Further embedding digital developments into all of our reading programmes and strategic work with libraries;
- Developing the engagement of the public in shaping the work we do;
- Continuing to work on a big scale, despite our small size, delivering to our partners and networks both hugely significant financial economies of scale and an effective, impactful national perspective across a wide range of activities;
- Using the core funding received from Arts Council England as a base from which to further diversify our funding mix.

2. National reading programmes

In 2013/14 we continued to work with a range of delivery partners to expand the impact and reach of our national reading programmes, and supported this through expanding the digital opportunities to connect with our audiences and developing our engagement with individuals as passionate advocates for reading.

Children

The **Summer Reading Challenge** is the largest and most significant reading for pleasure programme in the UK, inspiring children aged 4 to 12 to join their local library and read six books in the summer holidays. By making reading really fun, the Summer Reading Challenge improves children's reading range, motivation and confidence.

We work closely with our library delivery partners (individual library services; Society of Chief Librarians; Association of Senior Children's and Education Librarians), and annually seek to maintain the high levels of artistic experience and quality assurance built into the national delivery of the Summer Reading Challenge. For 2013/14 we ensured we consulted widely to understand the financial and operational issues being faced by our partners, and used the range of feedback to enhance local engagement – and therefore underpin increased participation – through bringing forward the process of ordering, production and delivery of materials.

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: MISSION, OBJECTIVES AND ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

The Summer Reading Challenge theme for 2013 was "Creepy House", and, based on the detailed evaluation carried out, the headline findings were:

- 777,973 children aged 4-11 took part in the Creepy House Summer Reading Challenge;
- In total 810,089 children took part including under 4s (6,711) and international programmes via the British Council (12,060) and libraries in the Republic of Ireland (13,345);
- 98% of UK libraries ran the Creepy House Summer Reading Challenge;
- 336,588 or 44% of participants in UK libraries were boys;
- Children doing the Challenge read more than 3 million books over the summer holidays;
- 66,764 children signed up as new library members;
- The website attracted 188,689 visitors, who visited 343,876 times, with 3.9 million page views;
- 55,000 children created profiles on the website, logging 192,661 books on the Book Sorter;
- Over 5,800 children completed the "finish the story" creative writing competition on the website;
- 309,191 children attended 15,084 Creepy House events organised by libraries;
- 5,684 young volunteers aged 12-24 helped in 137 library authorities. This represents a 30% increase on the number involved in 2012;
- 96% of the young people involved in volunteering gained new skills and experience;
- Library services worked with a wide range of local partners to reach children needing extra support. These included children of refugees and asylum seekers, Looked After children, young carers, children of homeless families and children with a parent in prison. Some services sent out information through the local home educated network, or visited traveller sites.

"It was good because it gave me a reason to read and it helped my reading skills too." Anthony, 9, Doncaster

Chatterbooks is the children's strand of our Reading Groups for Everyone programme, which offers children aged 4-12 the chance to join our network of groups running in libraries and schools across the UK. In 2013/14, over 730 Chatterbooks reading groups reached 10,950 children, providing complementary year-round reading, book-talking and writing activities.

Young people

2013/14 was the third and final year of the extensive three year **Reading Activists** pilot, which aims to improve disadvantaged young people's life chances through creative reading experiences. It builds new skills and an enthusiasm for reading, creates community volunteering opportunities and gives 11-19 year olds a real voice in shaping future library services.

The pilot activity was run through libraries in 18 local authority wards where educational attainment, employment and creative engagement are low. Headline achievements for 2013/14 include:

- 17,618 young people have had a positive experience of libraries and creativity through 1569 creative reading and writing events and 36 celebration events run by and for young people;
- 5,524 new young people have volunteered as Reading Activists;
- 449 young people working towards or achieved an accredited outcome;
- 41 new partners and 116 new artists and authors engaged in local delivery;
- 14 creative reading hubs and local steering groups set up in 18 authorities, attracting 485 new young people;
- 23,836 young people engaged with Reading Activists online.

On a national level, more than 6,000 young people took part in reading-based community volunteering opportunities, including 5,684 as Summer Reading Challenge volunteers and 504 as World Book Night givers.

"It's been a truly fantastic opportunity. I've had the chance to work closely with children - something I've never really done before, at any level. There's something great about seeing their eyes light up when you've read and enjoyed a book that they love too. You just don't get to have that kind of interaction anywhere else. Rest assured I'll be back next year!" Katya, 17, Milton Keynes

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: MISSION, OBJECTIVES AND ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

Adults

The **Six Book Challenge** is a UK-wide scheme delivered through public libraries, colleges, prisons and workplaces. It inspires less confident adult readers to read six books, and in the process changes their attitude to reading and improves their literacy skills.

2013/14 saw a further increase in participation to 35,000 for the Six Book Challenge 2013, of which 7,000 were offenders (up 75% from 2012). Key highlights for the year included:

- High-profile support from best-selling authors Andy McNab and Martina Cole as Ambassadors for the scheme;
- 65 organisations received awards for supporting significant numbers of completers, 11 of which achieved 150 or more;
- Final year of three-year funding from the City Bridge Trust to deepen use of the Challenge in London prisons;
- Partnership with the Rugby League World Cup 2013 to increase participation through libraries particularly in the north west and Yorkshire, culminating in a pitch-side appearance at the Old Trafford final;
- Launch of a website for Six Book Challenge participants with funding from mobile operator Three, to complement their engagement and provide reading recommendation support.

"I feel like I have got through a barrier. Now when I read a book, I can concentrate. I owe a lot to my tutor. Reading has given me something to focus on, and I really enjoy it." Linda Shaw, 62, from Huddersfield, who completed the Six Book Challenge with the support of the Workers' Educational Association and Kirklees Libraries

During 2013/14 we significantly developed our new **Reading Well** programme, aimed at establishing public libraries as community health hubs. In June, we co-launched a new pan-England scheme, **Reading Well Books on Prescription**, in partnership with the Society of Chief Librarians, bringing libraries together with national and local health partners to agree expert endorsed reading lists for a range of conditions. The first list is aimed at those with common mental health issues; the launch event attracted national and international media coverage, with support and endorsement by the Norman Lamb, Department of Health Minister for Care and Support and Ed Vaizey, Minister for Culture, Communications and Creative Industries. During the year the scheme has become available in nearly all libraries across England, and has seen 300,000 book issues. At least a quarter of library services secured new funding for their health work within the first three months of operation and established local prescribing partnerships with at least 1,600 prescribers. There were 1.5 million RWBOP user leaflets available in libraries, GP surgeries and community health settings during the period.

Reading Well also signposts people to other elements of the public library health offer, including crowd-sourced mood boosting creative reading and reading groups. The Reading Agency has supported this work by producing two new **Reading Well Mood Boosting Books** promotions during 2013/14 - a core list and a list developed in association with Macmillan Cancer Support, selected by people with experience of cancer.

Reading Groups for Everyone is our national initiative, in partnership with the Society of Chief Librarians, to bring inspiring reading group opportunities to a wide range of audiences across the UK, with a focus on how libraries can host reading groups that support and encourage a range of reading interests such as reading groups for dyslexic children, deaf adults, teenagers, mothers with young babies and to support health and wellbeing groups.

During 2013/14 we promoted 180 offers from publishers to 4,200 reading groups covering a range of competitions, meet the author events, books to review, readers days and other free events. Highlights included competitions, a Skype event with Karin Smith, meeting authors in libraries including Zadie Smith, Adele Parks, Peter James, Peter Murphy, Damian Barr and Lottie Moggah. In addition, we ran a number of reading group shadowing and blogging projects that got reading groups and libraries involved in reading prizes and anniversaries – including a Jane Austen blogging project, the Independent Foreign Prize for Fiction, *The Hobbit*, *The Bell Jar* at 50 and PJ Wodehouse.

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The Reading Agency took on responsibility for **World Book Night** during 2013/14. This programme is an annual celebration of reading and books, which sees a huge range of dedicated volunteers give hundreds of thousands of books away in their communities, to share their love of reading with people who, for whatever reason, don't read for pleasure or own books.

World Book Night brings together a powerful coalition of national partners – publishers, printers, distributors, libraries, booksellers, private donors, trusts and foundations – to encourage a love of reading. As well as book-gifting, this love of reading is spread through hundreds of events that take place to celebrate World Book Night, from small community gatherings to author readings.

World Book Night is celebrated on April 23 each year.

During 2013/14 we worked with our partners (who include the BBC, Arts Council England, Waterstones, the Publishers' Association and the Booksellers' Association) to continue to expand the powerful impact of World Book Night by creating life-changing reading opportunities which aim to take people out of unemployment, into education, connecting to their communities, raising their spirits and firing their imagination.

3. Partnerships

Libraries

We specialise in working with libraries because of their free and democratic support for reading, and their enormous reach into all communities.

In 2013/14 we have continued our strategic approach to developing the reading ecology alongside Arts Council England's responsibility for libraries, through close alignment of our work with their strategic library development priorities outlined in *Envisioning the library of the future*:

- Place the library as the hub of a community – our work has included:
 - undertaking targeted reading group activity to promote social reading and create case studies and other resources to illustrate and support how libraries can be the place where people come together around reading and excellent literature;
 - fostering creative and positive debate by stakeholders on how physical library spaces and creative programming can actively engage young people;
 - connecting children and young people and schools with arts/culture and communities, with libraries as the hub;
- Make the most of digital technology and creative media – we have:
 - integrated digital developments into our shared programmes, providing library users with a consistent and high quality virtual experience ;
 - supported libraries to make the best use of shared digital resources, such as the Summer Reading Challenge Booksorter;
 - built strong digital elements into all our work with creative industry partners, especially the BBC and our 43 children and adult publisher partners e.g. during the big reading group conversation project around the paperback publication of Zadie Smith's NW, Reading Groups for Everyone was used as a depository where libraries could download a sample of the book as well as an audio extract;
- Ensure that libraries are resilient and sustainable – we contributed towards this through:
 - Working with Arts Council England and the Society of Chief Librarians on national offer development work, to ensure the public benefit from excellent reading experiences, costs are saved, and partnerships are leveraged to best effect;
 - Developing our reading programmes so that they can be applied across all governance structures for public libraries;
 - Developing libraries' ability to get their work commissioned, with specific further support around health as local authorities begin to meet their new public health responsibilities. The Reading Well Books on Prescription scheme, supported by linked commissioning resources and case studies, has played a key role in attracting new public health commissioning support for public libraries. Within the first three months of the scheme a quarter of library authorities had secured public health support for book collections, resources and events;
 - Supporting young people to have a more active involvement in the design and delivery of library services to make them more relevant to their peers through Reading Activists creative

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: MISSION, OBJECTIVES AND ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

- programming, steering group membership and volunteering, including for the Summer Reading Challenge and other roles linked to the Universal Reading Offer;
- Deliver the right skills for those who work for libraries – we have:
 - worked closely with SCL to dovetail with their approach to develop a digital strategy and leadership/ workforce plan which will achieve digitally confident, competent and skilled library leaders at all levels within the sector who are able to lead digital innovation;
 - supported libraries with the skills, partnerships and resources to work with targeted groups e.g. adults with literacy needs and disadvantaged young people.

Our book world partners

We continue to ensure libraries and publishers work together in creative and inspiring ways to bring author events and reading promotions to every kind of community. In 2013/14 our Reading Partners scheme brought together 43 leading publishers and the entire UK public library network, and was again underpinned by a strategic partnership with the Publishers Association.

We worked closely with major reading initiatives such as World Book Day, Quick Reads, Women's Prize for Fiction and Radio 2 Book Club, and our book world partners helped us to connect writers to readers and provide opportunities for the public's creative writing to be nurtured. In 2013/14 we:

- Showcased 100 debut and mid-career writers through author events and publisher promotions;
- Promoted 375 authors in libraries through major reading promotions (e.g. Women's Prize for Fiction; Folio Prize; Specsavers Crime Thriller Awards);
- Received over 5,800 entries from children to the Finish The Story competition run alongside the Summer Reading Challenge, featuring stories started by well-known children's writers including Chris Riddell, Cressida Cowell and Charlie Higson;
- Ran 50 Reading Groups for Everyone projects, including competitions based on creative writing, made available to over 40,000 members of reading groups across the country;
- Supported 17,618 young people to have a positive experience of libraries and creativity through 1,569 creative reading and writing events and 36 celebration events run by and for young people.

"The role of The Reading Agency has been absolutely transforming" Stephen Page, CEO, Faber.

Other partners

In addition to our library and book world partners, our reading programmes continue to be driven forward through support from a range of national partners. In 2013/14 this has included:

- BBC and the British Council supporting the impact and reach of the Summer Reading Challenge;
- National Institute of Adult Continuing Education and unionlearn supporting the Six Book Challenge;
- Department of Health – NHS Choices and the Improving Access to Psychological Therapies Programme (IAPT) - the Royal College of General Practitioners, the Royal College of Psychiatrists, the Royal College of Nursing, the British Association for Behavioural and Cognitive Psychotherapies, The British Psychological Society and Mind supporting the development of Reading Well Books on Prescription.

We have continued to expand our programmes' reach through targeted new local partnerships in 2013/14, particularly through:

- the Six Book Challenge, where delivery has been supported through increasing numbers of prisons, workplaces and colleges;
- Reading Well Books on Prescription, where local health partners have engaged directly with library services e.g. South London Maudsley NHS Trust and Croydon library service.

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: MISSION, OBJECTIVES AND ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

4. Research and new thinking

During 2013/14 we developed our research programme and engaged with a range of audiences to share and shape new thinking, as we aim to understand readers better - why, what and how they read and what's standing in the way of reading more and differently. Our work has included:

- Developing research commissioned by RNIB on the importance of reading for blind and partially sighted children and young people; final report available in September 2014;
- Evaluating the impact of Chatterbooks, through impact research with Coventry University funded by the Education Endowment Fund. The project evaluated the potential of Chatterbooks to improve reading and spelling outcomes for Year 7 children who have failed to reach Level 4 in English prior to secondary school. Working with a sample of 600 children, the research focused on the impact of two Chatterbooks approaches including a new more intensive dialogic model. The findings indicate that, whilst Chatterbooks did not have a significant short term impact on literacy levels, the dialogic reading group model has potential for further development. There was also a marked impact on the development of children's enjoyment of and engagement in reading for pleasure;
- Working with the Scottish Library and Information Council and Scottish Library authorities on a new national reading strategy for Scotland.

5. Organisational development

We continue to balance the flexibility needed for our successful entrepreneurial approach to developing new opportunities and initiatives for reading, with excellent governance and a structured approach to organisational development. During 2013/14 we have:

- Managed the transformation of the organisation leadership from the founder director, Miranda McKearney, to a new CEO, Sue Wilkinson;
- Continued to diversify our funding mix, through a mix of earned income (sponsorship, fees, sales of materials), statutory funding (ACE grants and other public funding) and grants and donations (from trusts, foundations and private individuals);
- Continued to contribute to and support Free Word's approach to shared services and collaboration between founding members.

Since the end of 2013/14 we have also been successful in securing a further three year funding agreement as a National Portfolio Organisation of Arts Council England.

6. Future developments

The charity will continue its work to promote reading among all age groups and provide partners with a single point of entry to library services. It continues to invest in the development of new ways to encourage reading and engagement.

Public Benefit

The Trustees confirm that they have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit: "Charities and Public Benefit".

Our charitable purpose dictates all that The Reading Agency does.

The purpose and aims of The Reading Agency are for the greater public good; i.e. the charity produces creative reading and writing experiences for many public audiences and works with delivery partners to drive up participation in reading and literature. The charity further supports reader development for the public through helping national and community organisations develop their skills and benefit from increased partnership working.

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: FINANCIAL REVIEW FOR THE YEAR ENDED 31 MARCH 2014

Financial review and strategy

Income for the year was £2,802,435 (2013: £2,298,288). Of this income, 42% was generated through the creation and sale to libraries of materials designed to promote reading (2013: 41%), while a further 47% came from grants and donations from other organisations (2013: 45%). The balance of 11% (2013: 14%) was generated from other partnerships and fees.

The Reading Agency is designated as being a National Portfolio Organisation for the period 2012/13 to 2014/15 by Arts Council England, which contributed £460,228 towards core funds (2013: £445,000). This figure includes income previously granted from the Museums Libraries and Archives Council now consolidated into the Arts Council England grant.

Total expenditure amounted to £2,811,797 (2013: £2,137,730). Net outgoing resources were £9,362 (2013: net incoming resources £160,558).

The Reading Agency has an agreed four year business plan covering the period 2011/12 to 2014/15 (and incorporates the agreed National Portfolio Organisation submission to Arts Council England), which outlines the charity's plans to maintain existing and develop new programmes for promoting reading, literacy and engagement. The accompanying fundraising strategy aims to ensure a fully diversified income stream to best meet the growth identified in the business plan, whilst aiming to achieve the objective of broadly maintaining unrestricted reserves at their 31 March 2014 level (see below).

Reserves Policy

It is the charity's policy to maintain unrestricted funds, comprising general reserves and designated funds, at a sufficient level to maintain a positive cash balance at all times and to ensure the prudent day-to-day financial management of the charity.

It is also the charity's policy to regularly review the funds set aside as designated funds and general contingencies and to ensure that strategies are in place to enable such funds to be able to meet their purpose on an ongoing basis. This is carried out as an integral part of the charity's risk management process.

At 31 March 2014 total unrestricted reserves amounted to £231,725 (2013: £273,200), in line with the charity's policy. Of these, £150,000 has been designated to cover the cost of dealing with unforeseen fluctuations in income.

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also directors of The Reading Agency for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

READ – THE READING AGENCY

REPORT OF THE TRUSTEES: FINANCIAL REVIEW FOR THE YEAR ENDED 31 MARCH 2014

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement of disclosure to auditors

So far as each of the Trustees is aware, there is no relevant information that has not been disclosed to the company's auditors and each of the Trustees believes that all steps have been taken that ought to have been taken to make them aware of any relevant audit information and to establish that the company's auditors have been made aware of the information.

Members of the Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

Auditors

M J Bushell Ltd has expressed its willingness to remain in office as auditor of the company.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 (second edition) and in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies.

Approved by the Trustees and signed on their behalf by:



Elizabeth Cleaver

Chair

Date: 9 December 2014

READ – THE READING AGENCY
REPORT OF THE AUDITORS TO THE MEMBERS OF
READ – THE READING AGENCY
YEAR ENDED 31 MARCH 2014

We have audited the financial statements of Read - The Reading Agency for the year ended 31 March 2014 which comprise of the Statement of Financial Activities, the Balance Sheet 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).

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. 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 and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 9, the trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB'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 financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the 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 trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

give a true and fair view of the state of the charitable company's affairs as at 31 March 2014, 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; and

have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

READ – THE READING AGENCY
REPORT OF THE AUDITORS TO THE MEMBERS OF
READ – THE READING AGENCY
YEAR ENDED 31 MARCH 2014

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

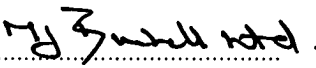
adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or

the financial statements are not in agreement with the accounting records and returns; or

certain disclosures of trustees' remuneration specified by law are not made; or

we have not received all the information and explanations we require for our audit; or

the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.


.....
Ian Warwick
Senior Statutory Auditor

for and on behalf of:
M J Bushell Ltd, Statutory Auditors

M J Bushell Ltd
Chartered Accountants and Statutory Auditors
8 High Street
Brentwood
Essex
CM14 4AB

Date: 12-12-2014

READ - THE READING AGENCY
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2014

| | Note | Unrestricted Funds General £ | Unrestricted Funds Designated £ | Restricted Funds £ | Total Funds 2014 £ | Total Funds 2013 £ |
|--|------|---------------------------------------|--|--------------------------|-----------------------------|-----------------------------|
| Incoming Resources | | | | | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income | 4 | 481,719 | - | 40,111 | 521,830 | 509,132 |
| Investment Income | | 373 | - | - | 373 | 293 |
| Incoming resources from charitable activities | 3 | 1,482,699 | - | 797,533 | 2,280,232 | 1,788,863 |
| Total Incoming Resources | | 1,964,791 | - | 837,644 | 2,802,435 | 2,298,288 |
| Resources Expended | | | | | | |
| Costs of generating funds | | | | | | |
| Costs of generating voluntary income | | 63,951 | - | - | 63,951 | 46,942 |
| Charitable activities | | 1,888,799 | - | 839,119 | 2,727,918 | 2,065,327 |
| Governance costs | | 19,928 | - | - | 19,928 | 25,461 |
| Total Resources Expended | 5 | 1,972,678 | - | 839,119 | 2,811,797 | 2,137,730 |
| Net Incoming/(Outgoing) Resources | | (7,887) | - | (1,475) | (9,362) | 160,558 |
| Transfers between funds | | - | - | - | - | - |
| Net Incoming/(Outgoing) Resources after Transfers | | (7,887) | - | (1,475) | (9,362) | 160,558 |
| Funds brought forward at 1 April 2013 | | 161,605 | 150,000 | 123,200 | 434,805 | 274,247 |
| Funds Carried Forward at 31 March 2014 | | 153,718 | 150,000 | 121,725 | 425,443 | 434,805 |

READ - THE READING AGENCY
BALANCE SHEET
AS AT 31 MARCH 2014

| | | 31 March 2014 | | 31 March 2013 | |
|-------------------------------------|------|------------------|-----------------------|------------------|-----------------------|
| | Note | £ | £ | £ | £ |
| Fixed Assets | | | | | |
| Computer and office equipment | 9 | | 5,662 | | 8,391 |
| Current Assets | | | | | |
| Debtors | 10 | 629,218 | | 668,434 | |
| Cash at bank and in hand | | <u>540,486</u> | | <u>335,487</u> | |
| | | | 1,169,704 | | 1,003,921 |
| Current Liabilities | | | | | |
| Amounts falling due within one year | 11 | | <u>(749,923)</u> | | <u>(577,507)</u> |
| Net Current Assets | | | 419,781 | | 426,414 |
| Net Assets | | | <u>425,443</u> | | <u>434,805</u> |
| Funds | | | | | |
| Restricted funds | 14 | | 81,725 | | 123,200 |
| Designated funds | 15 | | 150,000 | | 150,000 |
| Unrestricted funds | 15 | | <u>193,718</u> | | <u>161,605</u> |
| | | | <u>425,443</u> | | <u>434,805</u> |

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006 and with the United Kingdom Accounting Standards.

The financial statements on pages 13 to 26 were approved by, and signed on behalf of the board of Trustees on:

9/12/2014
Date


Elizabeth Cleaver, Chair

Company number: 3904882

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2014

1 Accounting Policies

The financial statements have been prepared under the historic cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and follow the recommendations in 'Accounting and reporting by charities: Statement of Recommended Practice' issued in March 2005.

Fund Accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds. Included within unrestricted funds are designated funds which the Trustees have set aside for future specific purposes or projects.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Incoming Resources

Income, including grants, is recognised in full in the Statement of Financial Activities in the year which it is receivable.

Incoming resources from charitable trading activity are shown exclusive of Value Added Tax.

Incoming resources are allocated to the particular activity by staff value.

Resources Expended

Resources expended are recognised in the period in which they are incurred. Resources expended exclude attributable VAT where it is recovered. Where VAT is irrecoverable it is included in the resources expended as part of the activity costs. Resources expended are allocated to the particular activity where the cost relates directly to that activity. Management charges comprise the cost of the overall direction and administration on each activity, including salary and overhead costs of the central function apportioned on the basis of usage.

Investment Income

Investment income consists of bank interest.

Fixed Assets and Depreciation

Tangible fixed assets with a value equal to or in excess of £100 are capitalised at cost. Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Computer and office equipment - 33% straight line

Equipment purchased for restricted fund projects is written off to the project in the year of purchase.

Fixed assets are subject to review for impairment when there is an indication of a reduction in their carrying value. Any impairment is recognised in the year in which it occurs.

Pensions

The company makes contributions to defined contribution schemes. Contributions are charged to the profit and loss account as they become payable.

Operating Leases

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period in which the cost is incurred.

Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to expenditure.

Deferred Income

Income is deferred where the charity is not yet entitled to the use of the resources. When the pre-conditions for use are met then the income is recognised.

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

2 Net Outgoing Resources

| | 2014 | 2013 |
|---|-------|-------|
| Net outgoing resources are stated after charging: | £ | £ |
| Depreciation | 6,596 | 6,932 |
| Auditors' remuneration (audit only) | 5,750 | 4,750 |
| Auditors' remuneration (non audit) | 1,100 | 935 |

3 Incoming Resources from Charitable Activities

| | Unrestricted | Restricted | Total 2014 | Total 2013 |
|--|------------------|------------|------------------|------------------|
| | £ | £ | £ | £ |
| Sales, Sponsorship, Services & Fees | | | | |
| Reading programmes | 1,133,904 | - | 1,133,904 | 1,053,091 |
| Partnerships | 141,330 | - | 141,330 | 166,954 |
| Library strategy | 18,820 | - | 18,820 | 14,733 |
| Research & new thinking | 158,513 | - | 158,513 | 17,562 |
| Total | 1,452,567 | - | 1,452,567 | 1,252,340 |

Grants & Donations

| | | | | |
|-------------------------|---------------|----------------|----------------|----------------|
| Reading programmes | 30,132 | 458,566 | 488,698 | 432,123 |
| Partnerships | - | 135,000 | 135,000 | 4,500 |
| Library strategy | - | 176,967 | 176,967 | 20,000 |
| Research & new thinking | - | 27,000 | 27,000 | 79,900 |
| Total | 30,132 | 797,533 | 827,665 | 536,523 |

Total Incoming Resources from Charitable Activities

| | | | | |
|-------------------------|------------------|----------------|------------------|------------------|
| Reading programmes | 1,164,036 | 458,566 | 1,622,602 | 1,485,214 |
| Partnerships | 141,330 | 135,000 | 276,330 | 171,454 |
| Library strategy | 18,820 | 176,967 | 195,787 | 34,733 |
| Research & new thinking | 158,513 | 27,000 | 185,513 | 97,462 |
| Total | 1,482,699 | 797,533 | 2,280,232 | 1,788,863 |

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

4 Grants and Donations

| | Unrestricted Fund £ | Restricted Fund £ | Total 2014 £ | Total 2013 £ |
|--|---------------------------|-------------------------|--------------------|--------------------|
| Voluntary Income: | | | | |
| Grants | | | | |
| Arts Council England | 460,228 | - | 460,228 | 445,000 |
| ACE (Catalyst) | - | 40,111 | 40,111 | 40,000 |
| | 460,228 | 40,111 | 500,339 | 485,000 |
| Gifts and Donations | 21,491 | - | 21,491 | 24,132 |
| Total Voluntary Income | 481,719 | 40,111 | 521,830 | 509,132 |
| Income from Charitable Activities: | | | | |
| Grants | | | | |
| Arts Council England | - | - | - | 4,500 |
| ACE (Libraries Development Initiative) | - | - | - | 20,000 |
| ACE (Managed Funds) - Books on Prescription | - | - | - | 20,000 |
| ACE (Managed Funds) - Library 21 | - | 15,000 | 15,000 | - |
| Beatrice Laing Trust | - | 5,000 | 5,000 | - |
| Big Lottery Fund - Reading Activists | - | 105,900 | 105,900 | 117,100 |
| Bromley Trust | - | 10,000 | 10,000 | 5,000 |
| Carnegie UK Trust | - | 2,000 | 2,000 | - |
| City Bridge Trust - Six Book Challenge in London Prisons | - | 28,000 | 28,000 | 26,500 |
| City Bridge Trust - Dickens Social Reporters | - | 25,000 | 25,000 | 25,000 |
| Dulverton Trust | - | 25,166 | 25,166 | 25,166 |
| Foyle Foundation | - | 20,000 | 20,000 | - |
| Help a Capital Child | - | - | - | 2,000 |
| John Laing Charitable Trust - volunteering | - | 20,000 | 20,000 | 20,000 |
| John Laing Charitable Trust - World Book Night | - | 25,000 | 25,000 | - |
| LISU | - | - | - | 5,000 |
| Mercers Company | - | 10,000 | 10,000 | - |
| Paul Hamlyn Foundation anniversary gift | - | 229,000 | 229,000 | - |
| Paul Hamlyn Foundation - World Book Night | - | 50,000 | 50,000 | - |
| Peter Sowerby Charitable Foundation | - | 14,600 | 14,600 | - |
| RNIB | - | 10,000 | 10,000 | 15,000 |
| Social Action Fund | - | 142,367 | 142,367 | 126,998 |
| South Gloucestershire Council (Libraries Development Initiative) | - | - | - | 19,900 |
| Welsh Books Council | - | 12,500 | 12,500 | 14,059 |
| | - | 749,533 | 749,533 | 446,223 |
| Gifts and Donations | 30,132 | 48,000 | 78,132 | 90,300 |
| Total Grants and Donations | 30,132 | 797,533 | 827,665 | 536,523 |

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

5 Total Resources Expended

| Costs Directly Allocated to Activities | Basis of Allocation | Voluntary Income £ | Reading Programmes £ | Partnerships £ | Library Strategy £ | Research & New Thinking £ | Governance £ | 2014 Total £ | 2013 Total £ |
|---|--------------------------------|-----------------------------------|-------------------------------------|---------------------------|-----------------------------------|--|-------------------------|-----------------------------|-----------------------------|
| Project staff costs | Direct | - | 414,947 | 203,002 | 35,104 | 36,755 | - | 689,808 | 498,957 |
| Operational costs | Direct | - | 946,252 | 61,082 | 125,272 | 102,660 | - | 1,235,266 | 897,390 |
| Audit, legal and insurance & board | Direct | - | - | - | - | - | 7,666 | 7,666 | 6,915 |
| Strategic planning and policy development | Time on Activities | 15,162 | 13,711 | 9,360 | 7,547 | 8,997 | 2,901 | 57,678 | 25,407 |
| Indirect staff costs | Time on activities | 25,490 | 239,768 | 110,630 | 14,667 | 35,771 | 4,890 | 431,216 | 459,964 |
| Premises | Time on activities | 4,243 | 39,912 | 18,416 | 2,442 | 5,954 | 814 | 71,781 | 56,876 |
| IT | Time on activities | 2,100 | 19,758 | 9,115 | 1,209 | 2,948 | 403 | 35,533 | 23,057 |
| Support operational | Time on activities | 16,956 | 159,488 | 73,588 | 9,757 | 23,794 | 3,253 | 286,836 | 167,172 |
| Provision for bad debts | Direct | - | (3,987) | - | - | - | - | (3,987) | 1,992 |
| Year to 31 March 2014 | | 63,951 | 1,829,849 | 485,193 | 195,998 | 216,879 | 19,927 | 2,811,797 | 2,126,257 |
| Year to 31 March 2013 | | 60,288 | 1,498,857 | 384,517 | 101,301 | 67,306 | 25,461 | 2,137,730 | |

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

6 Costs by Fund

| | Unrestricted | | Restricted | Total | Total |
|--|------------------|------------|----------------|------------------|------------------|
| | General | Designated | | 2014 | 2013 |
| | £ | £ | £ | £ | £ |
| Project Costs | | | | | |
| Voluntary Income Generation | - | - | - | - | - |
| Reading Programmes | 810,309 | - | 135,943 | 946,252 | 837,155 |
| Partnerships | 18,514 | - | 42,568 | 61,082 | 34,265 |
| Library Strategy | 6,052 | - | 119,220 | 125,272 | 9,292 |
| Research & New Thinking | 97,610 | - | 5,050 | 102,660 | 16,678 |
| Governance | - | - | - | - | - |
| Project Costs | 932,485 | - | 302,781 | 1,235,266 | 897,390 |
| Staff Costs | | | | | |
| Voluntary Income Generation | 40,652 | - | - | 40,652 | 22,956 |
| Reading Programmes | 404,504 | - | 263,920 | 668,424 | 577,488 |
| Partnerships | 246,492 | - | 76,502 | 322,994 | 249,772 |
| Library Strategy | 17,381 | - | 39,938 | 57,319 | 81,469 |
| Research & New Thinking | 50,113 | - | 31,409 | 81,522 | 50,343 |
| Governance | 7,792 | - | - | 7,792 | 2,300 |
| Total Staff Costs | 766,934 | - | 411,769 | 1,178,703 | 984,328 |
| Support Costs | | | | | |
| Voluntary Income Generation | 23,299 | - | - | 23,299 | 23,986 |
| Reading Programmes | 140,633 | - | 74,513 | 215,146 | 131,101 |
| Partnerships | 66,740 | - | 34,381 | 101,121 | 54,531 |
| Library Strategy | 8,872 | - | 4,558 | 13,430 | 15,561 |
| Research & New Thinking | 21,579 | - | 11,117 | 32,696 | 7,672 |
| Governance | 12,136 | - | - | 12,136 | 23,161 |
| Total Indirect Costs | 273,259 | - | 124,569 | 397,828 | 256,012 |
| Total Costs | | | | | |
| Voluntary Income Generation | 63,951 | - | - | 63,951 | 46,942 |
| Reading Programmes | 1,355,446 | - | 474,376 | 1,829,822 | 1,545,744 |
| Partnerships | 331,746 | - | 153,451 | 485,197 | 338,568 |
| Library Strategy | 32,305 | - | 163,716 | 196,021 | 106,322 |
| Research & New Thinking | 169,302 | - | 47,576 | 216,878 | 74,693 |
| Governance | 19,928 | - | - | 19,928 | 25,461 |
| Total Direct & Indirect costs | 1,972,678 | - | 839,119 | 2,811,797 | 2,137,730 |
| Voluntary Income Generation | 63,951 | - | - | 63,951 | 46,942 |
| Charitable Activities | 1,888,799 | - | 839,119 | 2,727,918 | 2,065,327 |
| Governance | 19,928 | - | - | 19,928 | 25,461 |
| Total Costs | 1,972,678 | - | 839,119 | 2,811,797 | 2,137,730 |

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

7 Staff Costs and Numbers

| | 2014 | 2013 |
|--------------------------|------------------|----------------|
| The employee costs were: | | |
| | £ | £ |
| Staff salaries | 831,258 | 792,042 |
| Other staff costs | 246,488 | 87,126 |
| Social security costs | 79,222 | 83,148 |
| Pension costs | 27,394 | 22,069 |
| | <u>1,184,362</u> | <u>984,385</u> |

The average number of employees, analysed by function, was:

| | | |
|-----------------------------|-----------|-----------|
| Voluntary Income Generation | 3 | 3 |
| Reading Programmes | 13 | 13 |
| Partnerships | 4 | 3 |
| Library Strategy | 1 | 1 |
| Research & New Thinking | 1 | 1 |
| Governance | 1 | 1 |
| | <u>23</u> | <u>22</u> |

No staff members received remuneration in excess of £60,000 (2013: one, within band £60,000 to £69,999. Pension contributions received £3,246.).

The company operates a stakeholder pension scheme (through the Independent Theatre Council) in which participation is voluntary. The company contributes 5% of salary. Contributions totalling £51 (2013: £3,542) were payable to the scheme at the end of the period and are included in creditors.

8 Trustees' Expenses Payments

During the year travel expenses amounting to £146 were reimbursed to one trustee (2013: one trustee, £27).

Read - The Reading Agency is operated on a trustee basis. All members of the Board of Trustees act in an unpaid capacity.

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

9 Fixed Assets

**Computer and Office
Equipment
£**

Cost

| | |
|------------------|---------------|
| At 1 April 2013 | 90,249 |
| Additions | 3,912 |
| Disposals | (45,980) |
| At 31 March 2014 | <u>48,181</u> |

Depreciation

| | |
|-------------------------|---------------|
| At 1 April 2013 | 81,858 |
| Charge for the period | 6,596 |
| Eliminated on disposals | (45,935) |
| At 31 March 2014 | <u>42,519</u> |

Net book value at 31 March 2014

5,662

Net book value at 31 March 2013

8,391

10 Debtors

2014

2013

£

£

| | | |
|--------------------------------|---------|---------|
| Trade debtors | 236,731 | 409,414 |
| Prepayments and accrued income | 386,625 | 252,691 |
| Other debtors | 5,862 | 6,329 |

629,218

668,434

11 Creditors - amounts falling due within one year

2014

2013

£

£

| | | |
|------------------------------|---------|---------|
| Trade creditors | 177,626 | 84,337 |
| Accruals | 192,114 | 48,190 |
| Taxation and social security | 32,702 | 95,114 |
| Deferred income | 347,430 | 346,324 |
| Other creditors | 51 | 3,542 |

749,923

577,507

Other creditors comprise outstanding pension contributions.

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

12 Movements in Deferred Income

| | 2014 £ |
|--|----------------|
| Deferred income brought forward at 1 April 2013 | 346,324 |
| Expended during the year | (346,324) |
| Deferred income received during the year | 347,430 |
| Deferred income carried forward at 31 March 2014 | <u>347,430</u> |

£332,430 of the above carried forward deferred income relates to the 2014 Summer Reading Challenge.

The remaining deferred income carried forward relates to income for projects taking place in the next period where the charity is not yet entitled to the use of the resources.

13 Share Capital

Read - The Reading Agency is a company limited by guarantee and does not have share capital.

14 Restricted Funds

| | | Balance 31 March 2013 £ | Movement in Resources Incoming £ | Transfers (Outgoing) £ | Balance 31 March 2014 £ |
|-----------------------------|------------------------------------|----------------------------------|--|---------------------------|----------------------------------|
| ACE | Catalyst Arts | - | 40,111 | - | (40,111) |
| ACE (Managed Funds) | Library 21 | - | 15,000 | - | (15,000) |
| Beatrice Laing Trust | Six Book Challenge | - | 5,000 | - | (5,000) |
| Big Lottery | Reading Activists | - | 105,900 | - | (105,900) |
| Bromley Trust | Six Book Challenge | - | 10,000 | - | (10,000) |
| Carnegie UK Trust | | - | 1,000 | - | (1,000) |
| City Bridge Trust | Six Book Challenge | 14,175 | 28,000 | - | (27,500) |
| City Bridge Trust | Dickens Social Reporters | - | 25,000 | - | (25,000) |
| Dulverton Trust | Reading Activists | 19,025 | 25,166 | - | (44,191) |
| Foyle Foundation | World Book Night | - | 20,000 | - | (20,000) |
| Hachette | | 75,000 | - | - | (66,000) |
| John Laing Charitable Trust | Volunteering | - | 20,000 | - | (20,000) |
| John Laing Charitable Trust | World Book Night | - | 25,000 | - | (25,000) |
| Mercers Company | Chatterbooks | - | 10,000 | - | (4,400) |
| Paul Hamlyn Foundation | | - | 229,000 | - | (229,000) |
| Paul Hamlyn Foundation | World Book Night | - | 50,000 | - | (30,000) |
| Peter Sowerby Foundation | | - | 14,600 | - | - |
| RNIB | | 15,000 | 10,000 | - | (7,150) |
| Social Action Fund | Reading Activists | - | 142,367 | - | (142,367) |
| Welsh Books Council | SRC/SBC Welsh language translation | - | 12,500 | - | (12,500) |
| Other donations | World Book Night | - | 8,000 | - | (8,000) |
| | | <u>123,200</u> | <u>796,644</u> | <u>-</u> | <u>(838,119)</u> |
| | | | | | <u>81,725</u> |

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

14 Restricted Funds continued...

Arts Council: Catalyst Arts - capacity building and match funding

This funding, which totals £120,000 over three years (2013/14 being the second year), is enabling us to develop a fundraising campaign to raise money to create new, imaginative and innovative work through co-production and collaborative partnerships linked to our Reading Activists campaign.

Arts Council Managed Funds: Library 21

This funding is for the visualisation of user journeys and key interfaces for the proposed Library 21 system, designed to facilitate dialogue with potential strategic, funding and technical partners by showing the system envisaged by the original Library 21 research and report.

Beatrice Laing Trust

This is the first year of an incremental three-year programme to increase and strengthen the use of the Six Book Challenge in women's prisons. It has begun with more intensive support for five prisons to encourage partnership working between the prison library and education department.

Big Lottery Fund: Reading Activists (formerly MyVoice)

Funded by the Big Lottery Fund's Reaching Communities programme from April 2011 to March 2014, 8,677 young people from 18 authorities (in the North East, North West, South East and London) have been supported to become creative producers and volunteer social reporters in 54 local reading and writing hubs. Since April 2011, they have organised 3,218 youth-led events for 26,148 young people. Over 600 achieved an accredited outcome for their involvement.

Bromley Trust: Six Book Challenge in Prisons

This grant (second of three years) feeds into our work using the Six Book Challenge with priority groups in prisons and young offender institutions where it helps to support skills development in preparation for release and employment.

Carnegie UK Trust

Carnegie UK Trust funded us to support their work in creating a graphic advocacy tool which can be used to demonstrate the impact of public libraries in local communities.

The City Bridge Trust: Six Book Challenge in London prisons

This is the final year of a three-year programme to extend the use and deepen the impact of the Six Book Challenge in eight prisons and young offender institutions in London and to link it to mental health as well as literacy outcomes. Prison libraries use the Six Book Challenge in partnership with education and other prison departments to encourage reluctant readers to develop a reading habit that can sustain and inspire them both in prison and after release.

The City Bridge Trust: Dickens Social Reporters

This programme was developed in association with the Lord Mayor of London. It aimed to engage 70 young people aged 11-19, through the charity's Reading Activists programme, to become Dickens Social Reporters in a year-long programme of activity, which finished in March 2014.

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

14 Restricted Funds continued...

Dulverton Trust: Reading Activists

This funding enabled us to increase digital engagement with young people who are already participating in Reading Activists through Digital Reading Clubs in 5 authorities in the north of England, helping them to develop their digital technology skills through creative, youth-led, online projects. The project reached over 200 young people, many of whom had not engaged with libraries or with Reading Activists before, including young people from hard to reach groups (teenage parents, young offenders, Looked After). The aim was to develop their social, life and employment skills, enabling them to access further opportunities, including employment, within the creative media industry. We developed Digital Proficiency Workshops which used cascade training methodologies to engage young people in reading through learning a new creative digital skill e.g. Scratch, Skype, Minecraft and stop motion animation.

Foyle Foundation, John Laing Charitable Trust and Paul Hamlyn Foundation: World Book Night

Grants from these three organisations supported our work in delivering World Book Night during our first year of taking responsibility for this event.

Hachette UK

This funding is allowing us to add a new social inclusion dimension to our Reading Groups for Everyone initiative, specifically targeting teenagers, adults with low literacy in library, community, college, workplace and prison settings and isolated older people. In addition it funded a small-scale project to develop replicable models for reading groups for adult emergent readers and isolated elderly people. This has resulted in new groups for these audiences in Nottingham City, Nottinghamshire and Stockton-on-Tees and guidance and case studies for the website.

John Laing Charitable Trust: Volunteering

This grant has supported our initiative to raise literacy levels in 25,000 children aged between 4 and 11 through the volunteering efforts of young people in public libraries throughout the country. The programme focuses on recruiting and training young volunteers to work with younger children in promoting and encouraging active participation in reading and library use through the Summer Reading Challenge. Over 5,600 young volunteers supported the Summer Reading Challenge in 2013.

Mercers Company

Starting in January 2014, this funding is enabling us to run a one-year pilot scheme supporting 375 disadvantaged children to improve their confidence and engagement in reading through the provision of fortnightly reading groups in primary schools in the West Midlands.

Paul Hamlyn Foundation

The 5 year gift from the Paul Hamlyn Foundation is enabling us to incorporate all our learning from current Reading Activists projects into a new national Reading Activists Challenge. This aims to encourage young people aged 13-24 to read more through taking part in reading-inspired activities which they have helped to create and deliver. We will use the learning from the pilots, working with the public libraries sector and other partners to develop a national programme which engages young people aged 13 to 24 in reading-inspired activity, including encouraging them to read more. It will be open to all young people, with a drive to recruit occasional and lapsed readers, by making reading relevant and speaking to their passions.

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

14 Restricted Funds continued...

Peter Sowerby Charitable Foundation

The Peter Sowerby Foundation has funded The Reading Agency, working with North Yorkshire Library Service, to co-ordinate a 12-month telephone reading groups pilot in North Yorkshire for isolated older people, using Reading Well Mood-boosting Books.

RNIB

The RNIB has commissioned The Reading Agency, working with LISU at Loughborough University, to deliver national research into the impact of reading on blind and partially sighted children.

Social Action Fund

The grant from the Centre for Social Action Social Action Fund has provided additional resource for Reading Activists young people's work, allowing us to recruit an additional 4,000 teenage volunteers and create 6,000 additional volunteering opportunities to support Summer Reading Challenge volunteering, World Book Night Book Giving and the creation of teenage reading groups.

Follow-on Centre for Social Action funding in 2013/14 and 2014/15 has enabled us to make a step change to increase engagement in the Summer Reading Challenge volunteering by 12-24s by an additional 2,000 young people in 2014. We have increased library involvement from 60% to 85% of library services in England offering summer volunteering opportunities. Evidence from previous years shows that young people benefit from increased skills, confidence and reading for enjoyment as a result. The funding includes independent impact research into the impact of volunteering on young people and on the children they are supporting to read.

Welsh Books Council

We receive an annual grant of £10,000 which contributes towards the cost of producing bilingual materials for the Summer Reading Challenge to run in Wales. This year we have also received a grant of £2,500 as a contribution towards the cost of producing bilingual Six Book Challenge materials.

Other Donations

The Reading Agency would also like to thank the following who gave donations to support our work during the year: Association of London Chief Librarians, Canongate Publishers, David Lumley, The Edwin Fox Foundation, Global Stories, Laura Devine, Surrey Libraries Action Movement, The Surgo Foundation, Tom Moody-Stuart, The Worshipful Company of Plumbers, the Worshipful Company of Launderers and the many members of the public who donated via social media.

READ - THE READING AGENCY
NOTES TO THE ACCOUNTS *continued*
YEAR ENDED 31 MARCH 2014

| 15 Unrestricted Funds | Balance 31 March 2013 £ | Transfers In/(Out) £ | Movement in Resources Incoming (Outgoing) £ | Balance 31 March 2014 £ |
|------------------------------|--|-------------------------------------|--|--|
| Unrestricted | 161,605 | - | 32,113 | 193,718 |
| Contingency fund | 150,000 | - | - | 150,000 |
| | 208,305 | - | 32,113 | 343,718 |

Designated - Contingency Fund

This fund was designated to cover the cost of dealing with unforeseen fluctuations in income.

| 16 Assets and Liabilities Representing Funds | Fixed Assets £ | Net Current Assets £ | Total £ |
|---|-------------------------------|-------------------------------------|--------------------|
| Restricted funds | - | 81,725 | 81,725 |
| Unrestricted funds | 5,662 | 188,056 | 193,718 |
| Designated funds | - | 150,000 | 150,000 |
| Total | 5,662 | 419,781 | 425,443 |

17 Related Parties

Janene Cox, a trustee of the charity during the year, was also Assistant Director: Culture and Libraries at Staffordshire County Council. During the year, Staffordshire County Council Libraries purchased goods to the value of £13,582 (2013: £14,171) from the charity.

No other trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2013: Nil).

18 Control

The ultimate controlling parties are the trustees listed in the Trustees' Report on page 1.

19 Operating Lease Commitments

At 31st March 2014 the charitable company had annual commitments under operating leases of £59,606 (2013: £53,439).