



Access-Ability Communications Technology

Trustees' Annual Report

&

Financial Statements

for the year

1 September 2013 to 31 August 2014

Vice-President: Lord Low of Dalston CBE

Founder: Ken Carter

Trustees' Annual Report for the year ended 31 August 2014

Reference and administrative information

The name of the charity: Access-Ability Communications Technology.

Other names by which the charity makes itself known: AACT (pronounced 'act') & AACT for Children.

The charity registration number: 1113302

The company registration number: 5538092

The address of the registered offices of the charity: 3 Wesley Gate, Queens Rd, Reading, RG1 4AP

The names of the charity's trustees on the date this report was approved:

Professor James Crabbe (Chair)
Dr A Black
Adrian Ellison
Annette Haworth
Mike McMillan
Dr James Ohene-Djan
Lorna Woodman

No trustees left the Board during 2013-14.

Accountant: James Cowper, 3 Wesley Gate, Queens Rd, Reading, RG1 4AP

Bank: CAFBank, 25 Kings Hill, West Malling, ME19 4JQ

Insurance broker: CaSE Insurance, James House, Emlyn Lane, Leatherhead, KT22 7EP

Structure, Governance and Management

The nature of the governing document: Memorandum and Articles of Association

How the charity is constituted: as a company limited by guarantee

Methods for new trustee recruitment: personal knowledge of professionals in the IT and communication disability fields and open advertising via the web and voluntary organisations.

Methods for new trustee appointment: by members as laid down in the Articles of Association.

Public Benefit Statement

The Trustees confirm that they have complied with their duty under section 4(6) of the Charities Act 2006 to have due regard to the Charity Commission's guidance on public benefit and that the public benefit requirement has informed the activities of the charity in the year covered by this report.

Risks

Risk analysis undertaken in 2011 resulted in tightened procedures for running projects and raising related funds. Trustees are confident that financial risk is insignificant due to their reserves policy, and that choice of projects to support, and their subsequent management through the Board, will result in the effective and efficient use of resources.

Strategy

The Board has continued its strategy of working on projects in partnership with professionals, itself acting as Project Board where appropriate.

Trustees

Induction: Potential new trustees are invited to meet with trustees and to attend Board meetings. All the Charity's policies are made available and activities described through the website. In particular these include a document, 'Responsibilities and duties of AACT Trustees'

Training: The Board has given the administration team the responsibility to keep it updated on governance issues and any changes in charity or other relevant law. A Trustee/Volunteer actively monitors the charity press and Charity Commission communications. Changes to technology are monitored and imparted by those trustees with IT and communications backgrounds.

Objectives and activities

(a) to promote and advance the education and training of children, young people and adults who are subject to any disability associated with speech, language and different forms of communication principally for the purpose of improving accessibility and inclusiveness through the use of ICT.

(b) to advance the education of the public by providing inclusive and accessible information and training with a view to raising awareness and understanding of persons who are challenged by speech, language and communication difficulties.

Summary of activities undertaken in relation to these objectives in 2013-14	(a)	(b)
Running a programme to increase inclusiveness and accessibility in museums	✓	
Helping schools introduce tablet computers	✓	✓

Of the activities planned for 2013-14, we worked on a further Classical Museum project (Ure Move) again with 16-year olds from a special and two other schools, started a new project (iOpener) for young people (16-25) with learning/communication disabilities to involve them in trail-making around their town, worked further with a secondary school on the difficulties of introducing iPad use for special needs pupils in a mainstream school and successfully sought a little funding to enable further promulgation of iOpener. Further work with an art gallery was curtailed due to lack of available effort.

During 2014-15 a further iMuse project with a classical museum is likely to be set up. The iOpener project will complete in conjunction with Reading Museum. Trustees will review the future of the Charity in the light of improved accessibility of consumer-level devices such as tablets.

Achievements and performance - charitable activities

The iMuse Programme

AACT manages this Programme which works on projects with partners to improve museum and heritage engagement and accessibility overall, with a particular emphasis on the Charity's part of enhancing methods of communication.

Ure Move



This project ran from November 2013 to June 2014 under the auspices of the Ure Museum of Classical Archaeology. Working over some ten sessions with forty 16-year olds (around a third of whom had special educational needs), a museum education officer and a student panel, AACT provided an iPad webapp linking last year's app (Ure Discovery), material created by the pupils this year and three games designed to encourage thinking about museum objects and their interpretation. As last year, it was a challenge to use all the content provided by the participants as material ranged from academic-level catalogue records, through video animations to cartoon-like drawings. The result was an app with a variety of material suitable for differing levels of communication ability, including the simple but popular text-free touchscreen games. This was exhibited in a library over the summer and subsequently in the special school and is now available in the Museum. Again, probably of more significance than this 'end product' however was the process by which its creation encouraged the young people to interact while exploring the museum objects - creating their own stories and depictions arising from them.

How Reading got its pots



This project ran from June to September 2014 at the request of the Reading and Ure Museums. A small webapp was produced illustrating the history of Greek pots sent to Reading from the mid-1800s. Again the idea was to make material available in mixed forms (talking heads, timelines, written information, photos, animations) so that it could be accessed by a wide range of abilities. The app was specially produced for the National Heritage Open Days and was shown in the town museum 11-13 September and is now available in the Ure. It is aimed to put it online when copyright issues are resolved.

iOpener



This project started in the Spring with engagement of a project officer on a consultancy basis to evaluate apps which would enable young people to create their own trails around their town. A workshop with 18 year olds from a special school was held in June and various disability-related organisations engaged in discussion on its potential. The project was extended (iOpener in Reading) and stands were manned at the Open for Art (3-5 July) and National Heritage Open Days (11-13 September). Technical problems have led to the rescheduling of completion to 2015. The iOpener in Reading part of the project has joined with Reading Museum-led Happy Museum project and will recommence in February 2015 to fit with their timetable.

iPads 4 schools



Last year's mini project was extended in a mainstream school which had been struggling to introduce tablet use for special needs pupils, with time constraints and conflicts on the perceived requirement for non-electronic versus IT-related methods of communication. An AACT volunteer visited the school and discussed the issues, recommending extension of the equipment loan for further trials.

Raising public awareness

AACT publishes information on its projects through its blog/website. Around 50 IT degree students learned of communications disability issues through lectures on web accessibility. Around 40 people heard a short talk at the Ure Move launch in June.

Achievements and performance - fundraising

Grants

The trustees maintain a strategy of applying for funds only for specific, agreed, charitable projects which have relevant professionals involved. Apart from an extension of the iOpener project, the activity areas this year were already fully funded, so no additional applications to grant-giving bodies were made for them. A general grant from the Champniss Trust and a specific grant from the Cultural Partnership were received.

Individuals



Funds raised from the British 10K run were down on last year, though more runners were involved.

Other resources

Volunteers and project partners: AACT has been helped this year by input from three volunteers working variously on projects and manning the administration team and by project partners and their volunteers, museum and school staff, and students.

Resources: We are grateful to the Ure Museum of Classical Archaeology and Reading Museum for opportunities to use their space and exhibition material to help us trial IT-based systems, and to IT Services and the School of Systems Engineering, University of Reading, for the loan of a laptop computer and printer over several years. These were returned at the end of the year as coming to the end of their useful life.

Financial Review

Policy on reserves: the Trustees have a policy of holding enough funds to cover any known future liability without relying on any future income.

Funds materially in deficit: none.

This report was approved by the Trustees and signed on their behalf by

James Crabbe, Chairman

date:

Statement of Financial Activities for the year to 31 August 2014

	Note	Unrestricted funds £	Restricted Funds £	2014 total funds £	2013 total funds £	
A Incoming resources						
A1 Incoming resources from generated funds						
A1a	Voluntary income	1	618	1,090	1,708	2,050
A1b	Activities for generating funds					
A1c	Investment income	2	13		13	18
	Total incoming resources		631	1,090	1,721	2,068
B Resources expended						
B1 Costs of generating funds						
B1a	Costs of generating voluntary income	3	-428		-428	-428
B2	Charitable activities	4	-1,846	-769	-2,615	-4,226
B3	Governance costs	5	-372		-372	-300
	Total resources expended		-2,646	-769	-3,415	-4,954
	Net incoming/(outgoing) resources for the year		-2,015	321	-1,694	-2,886
	Funds brought forward		3,471	11,991	15,462	18,348
	Total funds carried forward		1,456	12,312	13,768	15,462

Balance sheet at 31 August 2014 (company number: 5538092)

	2014	2013
	£	£
B Current assets		
B2 Debtors		
B4 Cash at bank and in hand	14140	15676
Total current assets	14140	15676
C Current Liabilities		
C1 Creditors	-372	-2730
Total current liabilities	-372	-2730
Net assets (all current)	13768	15462
E The funds of the Charity		
E2 Restricted Funds	12312	11991
E3 Unrestricted Funds	1456	3471
Total Funds	13768	15462

Audit Exemption Statement

Directors' statement

For the year ending 31st August 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit of its accounts for the year in question. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to the preparation of the accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the audit exemption.

These financial statements were approved by the Board of Directors on
and are signed on their behalf by

James Crabbe, Chairman

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Notes to the financial statement for the year ended 31 August 2014

	Unrestricted	Restricted	sub total	
	£	£	£	
Note 1				
Grants	500	1,090	1,590	
Donations	118		118	
				1,708
Note 2				
CAFBank account interest	13		13	
				13
Note 3				
Justgiving	-216		-216	
Union Jack Sports Ltd	-212		-212	
				-428
Note 4				
General: Insurance	-214		-214	
				-214
iMuse/iOpener Programme:				
Help on IT/Workshops	-1,632	-769	-2,401	
	-1,846	-769	-2,615	
				-2,615
Note 5				
Independent examination	-372		-372	
				-372