

**Charity Number: 1112985**

**THE DAVID ASTOR JOURNALISM AWARDS TRUST**

**STATEMENT OF ACCOUNTS FOR THE**

**YEAR ENDED 5 APRIL 2011**

**THE DAVID ASTOR JOURNALISM AWARDS TRUST**

**ACCOUNTS FOR THE  
YEAR ENDED 5 APRIL 2011**

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## THE DAVID ASTOR JOURNALISM AWARDS TRUST

### TRUSTEES ANNUAL REPORT YEAR ENDED 5 APRIL 2011

The Trustees present their report and accounts for the year ended 5 April 2011. The accounts have been prepared in accordance with the accounting policies set out on page 8 to the accounts and comply with the Charity's Trust Deed, applicable law and the requirements of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005.

#### **Objects and Policies**

The Trustees must apply the income of the Charity in furthering its objects which are to promote human rights, in particular but not exclusively in Africa.

The Trust operates an awards scheme to promote effective professional development of exceptionally promising African journalists. The focus is on individuals with special qualities and commitment to effect positive change in their communities and who have evident potential to become outstanding leaders in their profession.

The key aims of the scheme are:

- To stimulate and nourish excellence in African journalism;
- To foster supporting networks for the promotion of effective, independent journalism within Africa; and
- To create ongoing relationships amongst African and non-African journalists for improved cross-cultural understanding and reporting.

It is envisaged that award winners will be independent minded and dedicated to the promotion of a free press, enabling them to bring to public attention matters relevant to freedom of speech and human rights among individuals, governments and corporations.

#### **Activities and achievements during the period**

##### **Unrestricted Fund**

The Trust received unrestricted donations of £54,940 (2010: £100,000) during the year. Total unrestricted resources expended amounted to £53,843 (2010:£151,119), and after adding the Fund balance brought forward of £3,390, there was a Fund balance of £4,541 to be carried forward to next year.

##### **Restricted Fund**

During the year the Trust received grants from The Open Society Institute of US\$58,000 (£29,659) to fund the 2010 selection panel, the award winners' network meeting and the three new award programmes. The Trust also received £26,460 from S AB Miller and £826 from The Tanzania Media Fund towards the cost of their 2010 Tanzanian award winner's programme. Restricted resources expended totalled £ 66,904 giving a balance of restricted funds of £37,463 to be carried forward to next year.

## THE DAVID ASTOR JOURNALISM AWARDS TRUST

### TRUSTEES ANNUAL REPORT YEAR ENDED 5 APRIL 2011

Following the selection of our third group of award winners – one each from Kenya, Tanzania and Uganda – in February 2010, arrangements were made for their respective three-month work-experience programmes. These were designed to give them valuable learning opportunities, working alongside seasoned journalists in different newsrooms, and to help them make useful new professional contacts.

In June, the Kenyan and Ugandan award winners came to London for attachments with British newspapers. The Kenyan spent two months at *The Independent*, working on the news and features desks and with the comment writers, and then another month at *The Observer*. He wrote seven articles for *The Independent* and one for *The Observer*. He also filed a regular weekly column with his home paper based on his observations and experiences in London.

The Ugandan was attached to *The Times* for two months, where he worked with an investigative reporter, a health reporter, on the home news and sports desks, in the features department, as well as with the comment team. He also attended The Times CEO Summit with over 100 chief executives from top British companies. He then spent the final month working at *The Independent*. In all, he produced five articles published in *The Times* and several news items for *The Independent*.

Various outside meetings were also arranged for both of them, including with officials at the Foreign Office and the Department for International Development; with organisations such as Chatham House and the Press Complaints Commission; and with other journalists at the Press Association, Reuters, Channel 4 News, and the BBC World Service. They also attended the Caine Prize for African Writing award dinner at Oxford University, and spent a weekend in Edinburgh, where they had the chance to meet editors at *The Scotsman*.

The Tanzanian was attached to the *Mail & Guardian* in South Africa from September through November. Based mainly in Johannesburg, she also spent two weeks at the paper's bureau in Cape Town. She worked on a range of assignments and produced 11 articles in all. Given her particular interest in new media, she spent the final two weeks with the online editors and staff learning about their operations.

While in Cape Town, she attended a Communications Committee hearing in Parliament and the media launch for a local arts festival. She also appeared as a guest on a national women's radio programme and visited Robben Island. Back in Johannesburg, she attended a major three-day investigative reporting workshop at the University of Witwatersrand with many journalists from across Africa. Other activities included meetings with various other journalists, editors and media trainers, as well as visits to the Constitutional Court, the Apartheid Museum, the Alexandra Township, and Soweto.

The nominating process for the 2011 awards began in May. A total of 30 nominations were received from local nominators in the three countries. In addition, the two runners-up in Kenya last year accepted invitations to be considered a second time, although those in Tanzania and Uganda declined. Over the summer, written applications from all the prospective candidates were reviewed and 12 in Kenya, six in Tanzania and eight in Uganda were short-listed for interviews. However, before the interviews took place, one Ugandan candidate withdrew after accepted an offer from Bloomberg News to go work in Rwanda.

The interviews were conducted in each country in September. Unfortunately, after interviewing the remaining seven Ugandan candidates, none were deemed to match the requisite criteria sufficiently, so it was decided that no award would be made in Uganda this time. It was decided that two winners would be chosen in Kenya instead, since the pool of viable candidates there was particularly strong this year.

After completing second-opinion interviews in October with nominators, employers and others to gain further insights about the candidates, four finalists were selected in Kenya and three in Tanzania. A panel of three independent judges interviewed the finalists and selected the winners in Nairobi and Dar es Salaam at the end of January and beginning of February.

**THE DAVID ASTOR JOURNALISM AWARDS TRUST**

**TRUSTEES ANNUAL REPORT  
YEAR ENDED 5 APRIL 2011**

The judges were: William Carmichael, former head of the Ford Foundation's Africa Program and long-time adviser to Human Rights Watch; Michael Holman, Africa Editor of the Financial Times from 1984 to 2002; and Hugh Lewin, former director of the Johannesburg-based Institute for the Advancement of Journalism and member of the Human Rights Violations Committee of South Africa's Truth and Reconciliation Commission.

The three new award winners joined the previous nine for the fourth annual networking meeting in Dar es Salaam in March. The weekend's activities included a day trip to historic Bagamoyo and a buffet dinner with invited guests from the local media and other organisations.

**Administration Information**

The David Astor Journalism Awards Trust is constituted by a Trust Deed dated 20th June 2005 as amended by a supplemental deed dated 26 January 2006, and is a registered Charity number 1112985 under clause 4(1). The statutory power of appointing new or additional Trustees is by a resolution of the Trustees passed at a special meeting. There is a minimum number of three Trustees.

**Trustees**

David M Burke	Chairman
Richard D Astor	
Susan M Simmons	
Robert Brookman	
Mark Solms	
Andrew Buckoke	
Sarah Hayward	Appointed - 7th February 2011

All enquiries should be addressed to Sayers Butterworth LLP Ref SMS

**Bankers**

Cater Allen Private Bank  
9 Nelson Street  
Bradford  
BD1 5AN

**Accountants**

Sayers Butterworth LLP  
3rd Floor, 12 Gough Square  
London, EC4A 3DW

**Independent Examiner**

Russell New Limited  
The Courtyard, Shoreham Road  
Upper Beeding, Steyning  
West Sussex BN44 3TN

**THE DAVID ASTOR JOURNALISM AWARDS TRUST**

**TRUSTEES ANNUAL REPORT  
YEAR ENDED 5 APRIL 2011**

**Risk Assessment**

The Trustees have taken advantage of exemption for charities with incoming resources of less than £500,000 not to carry out a risk assessment

**Investment Policy**

There are no restrictions in the Trust Deed. The Trustees operate a low risk policy and all funds are currently held in cash on a high interest account with Cater Allen Private Bank.

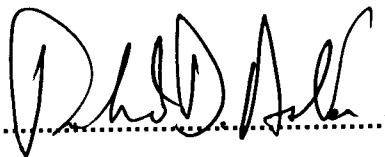
**Reserves Policy**

It is the Trustees policy to retain sufficient reserves to secure the running of the charity for at least eighteen months.

**Related Party Transactions**

During the year fees amounting to £12,563 were incurred from Sayers Butterworth LLP, in which S Simmons is an employee and D Burke was a partner until 30 April 2010 and is now a consultant.

**Signed on behalf of the Trustees:**



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**THE DAVID ASTOR JOURNALISM AWARDS TRUST**

**YEAR ENDED 5 APRIL 2011**

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF THE DAVID ASTOR JOURNALISM AWARDS TRUST**

I report on the accounts of the charity for the year ended 5 April 2011, which are set out on pages 6 to 10.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43 of the Charities Act 1993 (the 1993 Act), and that an examination is needed.

Having satisfied myself that the charity is not subject to an audit and is eligible for an independent examination, it is my responsibility to :-

- (i) examine the accounts under section 43 of the 1993 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- (iii) to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements;
  - (I) to keep accounting records in accordance with section 41 of the Act; and
  - (II) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Mark Cummins FCCA, FCIE**



**On behalf of:  
Russell New Limited  
The Courtyard, Shoreham Road  
Upper Beeding, Steyning  
West Sussex  
BN44 3TN**

**Dated:**

**9 November 2011**

THE DAVID ASTOR JOURNALISM AWARDS TRUST

STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 5 APRIL 2011

		5 April 2011		5 April 2010	
	Note	£ Restricted	£ Unrestricted	£ Total	£ Unrestricted
<b>Incoming Resources</b>					
Incoming Resources from					
Generated funds:					
Voluntary Income					
	3				
Donations		56,945	54,940	111,885	160,270
Investment Income					
Bank deposit Interest		-	54	54	-
<b>Total income resources</b>		<u>56,945</u>	<u>54,994</u>	<u>111,939</u>	<u>160,270</u>
<b>Resources Expended:</b>					
Costs of generating funds					
Fundraising and publicity costs		-	-	-	10,822
Charitable activities	4	66,184	49,165	115,349	148,025
Governance costs	5	720	4,678	5,398	5,120
<b>Total Resources expended</b>		<u>66,904</u>	<u>53,843</u>	<u>120,747</u>	<u>163,967</u>
<b>Net (outgoing) / Incoming Resources</b>		(9,959)	1,151	(8,808)	(3,697)
<b>Net Movement in Funds</b>		(9,959)	1,151	(8,808)	(3,697)
<b>Total fund Balance brought forward at 6th April 2010</b>		47,422	3,390	50,812	54,509
<b>Fund balance carried forward at 5 April 2011</b>		<u>37,463</u>	<u>4,541</u>	<u>42,004</u>	<u>50,812</u>



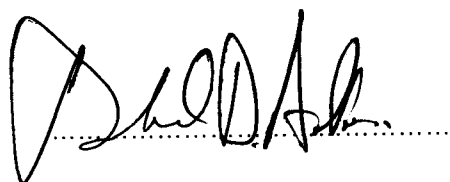
THE DAVID ASTOR JOURNALISM AWARDS TRUST

BALANCE SHEET  
YEAR ENDED 5 APRIL 2011

	Note	5 April 2011 £	5 April 2010 £
<b>Fixed Assets</b>			
Tangible assets	7	-	482
<b>Debtors</b>			
Others	-	61,385	61,385
<b>Cash at Bank</b>			
Cater Allen Private Bank	51,561	22,497	
Barclays Bank	7	3	
Bread Card	19	7	
		51,587	22,507
		51,587	84,374
<b>Current liabilities</b>			
Sayers Butterworth LLP	6,000	11,232	
Russell New	540	470	
Jim Meyer	3,043	9,360	
Loan Jim Meyer	-	12,500	
		9,583	33,562
		<u>£42,004</u>	<u>£ 50,812</u>
<b>REPRESENTING:</b>			
<b>Restricted Income Funds</b>	11	37,463	47,422
<b>Unrestricted Income Funds</b>		4,541	3,390
		<u>£42,004</u>	<u>£50,812</u>

The accounts were approved by the Trustees on

20 Nov '11



# THE DAVID ASTOR JOURNALISM AWARDS TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 5 APRIL 2011

### 1 Accounting Policies

(a) The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005.

(b) Investment income is accounted for in the period in which the charity is entitled to receipt. Investment income received by the Charity qualifying for the repayment of income tax has been grossed up for tax recoverable and this gross amount is recognised on the SOFA.

(c) No provision for taxation is included in the accounts as the Charity is entitled to the exemption for tax afforded by Section 505 of the Income and Corporation Taxes Act 1988.

(d) Income from donations is included in incoming resources when these are receivable, except as follows:

When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the Trust becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

(e) Expenditure is included on an accruals basis and includes irrecoverable value added tax. Donations payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such donations being recognised as expenditure when the conditions attaching are fulfilled. Donations offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

(f) Tangible Fixed Assets are recorded at cost. Assets of any value can be capitalised at the discretion of the Charity.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment - 33% on cost

(g) Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include costs linked to the strategic management of the Charity.

### 2 Trustees Remuneration and Expenses

No Trustees received remuneration or reimbursement of any expenses.

	Restricted	Unrestricted	
<b>3 Voluntary income - donations</b>	<b>2011</b>	<b>2011</b>	<b>2010</b>
Mr R Astor	-	2,440	
Avenue Charitable Trust	-	30,000	100,000
Open Society Institute	29,659	-	59,370
Mr Jim Meyer	-	22,500	-
SAB Miller	26,460	-	-
Tanzania Media Fund	826	-	900
	<b>£ 56,945</b>	<b>£ 54,940</b>	<b>£ 160,270</b>

THE DAVID ASTOR JOURNALISM AWARDS TRUST

NOTES TO THE ACCOUNTS FOR THE  
YEAR ENDED 5 APRIL 2011

4 Charitable Activities - promoting human rights

	Restricted 5 April 2011	Unrestricted 5 April 2011	Restricted 5 April 2010	Unrestricted 5 April 2010
	£		£	
<b>Support Costs</b>				
Fees payable	18,566	35,002	-	4,390
Salaries	-	-	-	20,986
Award Costs	33,962	2,455	4,470	52,555
Selection Costs	3,049	-	5,610	44,674
Network costs	8,367	-	2,625	9,156
Office costs	170	2,808	143	1,163
Administration and Management	2,070	8,484	-	-
Meetings and miscellaneous expenses	-	416	-	2,253
	<u>£ 66,184</u>	<u>49,165</u>	<u>£ 12,848</u>	<u>£ 135,177</u>

5 Governance costs

Legal Fees	-	-	-	1,150
Accountancy and Trustee costs	600	4,200	-	3,500
Independent Examiners fee including under provision for previous year	120	479	-	470
	<u>£ 720</u>	<u>£ 4,679</u>	<u>£ -</u>	<u>£ 5,120</u>

6 Staff Costs

Salaries	-	-	-	23,917
National Insurance	-	-	-	2,316
	<u>£ -</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 26,233</u>

The average number of employees during the year

	-	-	-	1
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7 Fixed Assets

Fixtures, Fittings and Equipment

Cost

At 5 April 2010	1,446	1,446
At 5 April 2011	<u>£ 1,446</u>	<u>£ 1,446</u>

Depreciation

As 5 April 2010	964	482
Charge for the year	482	482
As at 5 April 2011	<u>£ 1,446</u>	<u>£ 964</u>

Net Book Value at 5 April 2011

	<u>£ -</u>	<u>£ 482</u>
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Net Book Value at 5 April 2010

	<u>£ 482</u>	<u>£ 964</u>
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**THE DAVID ASTOR JOURNALISM AWARDS TRUST**

**NOTES TO THE ACCOUNTS FOR THE  
YEAR ENDED 5 APRIL 2011**

**8 Related Party Transactions**

During the year fees amounting to £12,563 were incurred from Sayers Butterworth LLP, in which S Simmons is an employee and D Burke was a partner until 30 April 2010 and is now a consultant.

**9 Controlling Party**

No one party has overall control of the Trust.

**10 Loan**

Jim Meyer the director of the Charity made an interest free loan of £12,500 during the year.

**11 Restricted Fund**

	<b>Balance at 06/04/2010</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Balance at 05/04/2011</b>
The Open Society Institute	47,422	29,659	(51,738)	25,343
The Tanzania Media Fund	-	826	(826)	-
SAB Miller	-	26,460	(14,340)	12,120
	<b>£ 47,422</b>	<b>£ 56,945</b>	<b>£(66,904)</b>	<b>£ 37,463</b>

**12 Analysis of Net Assets between Funds**

	<b>Restricted Fund</b>	<b>Unrestricted Fund</b>	<b>Total</b>
Fixed Assets		-	-
Net Current Assets	<b>40,150</b>	<b>11,437</b>	<b>51,587</b>
Net Current Liabilities	(2,687)	(6,896)	(9,583)
	<b>£37,463</b>	<b>£4,541</b>	<b>£42,004</b>

**13 Contingent Liability**

The David Astor Journalism Award Trust has entered into an agreement with Mr Jim Meyer under which a loan has been made to the charity of £22,500 to provide working capital. This loan is made interest free and is only repayable if repayment can be made without affecting the viability of the charity. In the event that The David Astor Journalism Award Trust does not continue as a going concern, repayment will not be sought.

As the charity is not currently able to meet the repayment terms, this advance has been treated as income and no provision has been made for repayment.