

1987

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ST. GEORGE COMMUNITY HOUSING CO-OPERATIVE LIMITED.
CHAIRMAN'S REPORT TO THE ANNUAL GENERAL MEETING.
25th NOVEMBER 1987

Fellow Members,

Due to the alteration in our accounting year, this report covers only seven months of the activities of the Co-operative.

This period has seen an increased interest by members, only one meeting having been abandoned due to lack of a quorum.

No doubt the two workshops, one on meeting procedure and one on compiling a budget have engendered this more enthusiastic approach by the tenants who took part in them. I believe that educational projects such as these do encourage members in community attitudes, create an interest in administration and so make home more than just a shelter. Let's have more of them in the coming year.

Another achievement by a member of the Board is the booklet produced by Jenny Mourad, on the role of C.T.S. This is to ensure that applicants from Arabic speaking backgrounds will be properly informed and therefore will receive due priority in allocation of housing.

Our Housing Officers, Jill and Jane have had a difficult time in coping with the increased workload caused by the premature departure of Veronica Jones. Veronica, I understand, has taken a more permanent job, and we wish her well.

Margaret Hohaia, who was elected Vice Chairperson at the last A.G.M. has very capably carried out the duties of chairing meetings during my absence. I am sure the members will join me in expressing thanks and appreciation for a job well done. Thank you Margaret.

I am pleased to report that, in response to an invitation from Rockdale Council, I addressed their General Purposes Committee on 18th. November. I understand that this Committee has made a recommendation to Council which could be helpful to this organisation. Let's hope that Council adopts this recommendation.

It is pleasing to note that we now have four capital purchase properties. This will help to consolidate the scheme and further security to some of our tenants.

My thanks to Jill and Jane for their dedicated work in keeping the wheels in motion, to Rachel for efficient compiling and presentation of the accounts, to Anne, Pat, Lisa, Marilyn and Jenny for their assistance in the office and to all the members who have attended the meetings.

Finally, as the Festive season approaches, best wishes to all for a Happy Christmas and a prosperous and healthy New Year.



CHAIRMAN.

Housing Workers Report - Jill O'Meara.

The past seven months have seen increased involvement of tenants in the running of the Co-operative. A greater control over finances and the area of policy - making have been two significant steps forward toward tenant management. A deeper knowledge of issues by tenants has lead to lively debates at Board Meetings but this is considered to be a healthy situation. It is only by bringing problems and issues up for discussion among as many tenants as possible that good decisions and policies can be made.

This year has seen:-

- The creation of capital property selection committee, made up of tenants which was given the tough task of producing policy on selecting Co-op tenants for capital properties.
- Workshop on finances, meeting procedure and improving office system.
- The acquisition of 2 more capital purchase properties.
- Employment of tenants in the office.

Despite these advances there still areas of problems in C.T.S. tenant management. A number of tenants have taken on all the hard work while a large number of tenants do little more than pay the rent. Quite a bit effort has been put into encouraging more tenants to be more involved but we still have many obstacles ahead.

Other problems that have faced the Co-operative have included delays in repairs by the Department of Housing on both capital and leasehold properties. This appears to affect all community housing groups. Hopefully, it is this fact that will provide the Co-op and others with the leverage to face structural changes within the Department. Delays in providing funds for capital purchase has left the Co-op behind schedule in its buying program at a time when several households are in dire need of rehousing.

I would like to thank those Directors and tenants who have attended regular Board meetings and workshops and provided both suggestions and valuable input to the Co-operative. I would particularly like to thank Ann Spring and Julie Henshall for their involvement in the Statewide Association of Tenants. They are helping us realize that we must work with other with other schemes, and in particular other CTS tenants, to understand the wider issues and to learn from the experience of other schemes. Tenants statewide must work together to ensure the Community Tenancy Scheme survives funding cuts and or a change of government.

ADMINISTRATIVE HOUSING OFFICER'S REPORT

A positive change in the Co-operative's structure is the change in the financial year. The financial year now ends on August 31, and is now in line with our funding year. Thanks to all those who attended the Special General Meeting to change the financial year.

The previous seven months has seen a general improvement in the organization of the office, especially with tenant administrative assistants becoming familiar with office procedure. Tenant administrative assistants and volunteers attended an office organisation workshop and a filing working bee. Workshops on meeting procedure and budgeting were useful in resourcing Board members for the task of managing and decision-making.

Our very first newsletter was produced by tenants, a "Winter" issue, and thanks to all those who worked on it.

Thanks to Barbara, Marilyn, Zeinab and Marwa, who took part in our successful administrative assistants program, and to all those who have given voluntary time to help us along. The Board has decided to continue on with the program, and the office will enjoy further administrative assistance over the next six months.

In May this year we gained a new Treasurer -- Pat Browne. I'd like to thank Pat for the fantastic job she's doing in keeping an eye on the Co-operative's finances, and for her interest and dedication. Thanks also to Ann Spring, our Secretary, Margaret Hohaia, our Deputy Chairperson, Frank Baker, our Chairperson, and to all the other Directors -- Marilyn Johnson, Barbara Black, Zeinab Mourad, Milton and Beryl Holmes, Fono Folau and Julie Henshall. It's great working with you all ! Jill O'Meara - whose excellent work is a real benefit to the scheme, has so far successfully negotiated four capital properties for the scheme. Thanks also to Lisa Smith and Veronica Jones, who have now left us and gone on to new jobs. Good luck for the future Veronica and Lisa ! Thanks also to Rachel Owens, our wonderful accountant, for resourcing us in the rather complicated system of Community Tenancy Scheme finances.

Best wishes to all for the year ahead !

-- Jane Skelton

TREASURER'S REPORT

The financial statement covers a period of seven months only. A special meeting was held on September 17th 1987, and it was resolved that we would bring our financial year into line with our funding year.

The benefits gained by this decision is a simplified accounting system. A good decision -- as now the Department of Housing is recommending in its guidelines that other Community Tenancy Schemes do the same.

The financial statement also shows a surplus of \$8,216 for that period, which is close to budget. This is a good result, as it is always a difficult task to estimate rents and income in a volatile market.

All those involved in preparing the budget for that period should be congratulated !

The continuation of financial sub-committee meetings, and sound planning, is the key to a successful organization and another sound year.

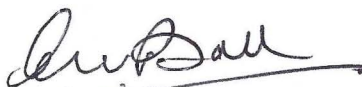
-- Patricia Browne

ST. GEORGE COMMUNITY HOUSING CO-OPERATIVE LIMITED

AUDITOR'S REPORT TO MEMBERS:

I have examined the Accounts of St. George Community Housing Co-operative Limited for the period 1st February, 1987 to 31st August, 1987 and report having obtained all the information and explanations which to the best of my knowledge and belief were necessary for the purpose of my Audit. In my opinion, proper books of account have been kept, so far as appears from the examination of these books. The Balance Sheet and Income and Expenditure Statement are in agreement with the books of account. In my opinion, and to the best of my knowledge and information and explanations given to me the said accounts give the information required by or under the Co-operation Act in the manner so required and give a true and fair view in the case of the Balance Sheet of the state of the Co-operative's affairs as at 31st August, 1987 and in the case of the Income and Expenditure Statement of the result for the financial period to 31st August, 1987.

In my opinion, the registers and other records which are required to be kept by or under the Co-operation Act or by its Rules, have been properly kept and the Rules relating to the administration of funds have been observed.



C. W. BALL

Registered Public Accountant
Registered under the Public Accountants' Registration
Act, 1945, as amended.

30th October, 1987

ST. GEORGE COMMUNITY HOUSING CO-OPERATIVE LIMITED

BALANCE SHEET AS AT 31ST AUGUST, 1987

ASSETS

Current Assets

Commonwealth Savings Bank of Australia,

Current Account 122209.36

Commonwealth Savings Bank of Australia,

Investment Account 20732.97

Commonwealth Savings Bank of Australia,

Term Deposit 50000.00

Cash at Office 60.00

Prepayments (Insurance & Rents) 7342.70

Sundry Debtors - Rent 787.61

- Interest 2668.42

3456.03

Fixed Assets

Office and Sundry Equipment at written down value 3019.00

TOTAL ASSETS

206820.06

LIABILITIES

Share Capital

18 Shares of \$1.00 each 18.00

Accumulated Funds 31.8.87 77311.68

Total Capital 77329.68

Other Liabilities

Prepaid Grant 120321.00

Provision for Maintenance 7500.00

Provision for Annual Leave 1134.58

Accrued Expenses 534.80

TOTAL LIABILITIES

206820.06

DIRECTOR

DIRECTOR

ST. GEORGE COMMUNITY HOUSING CO-OPERATIVE LIMITED

INCOME AND EXPENDITURE STATEMENT PERIOD 1ST FEBRUARY, 1987 TO

31ST AUGUST, 1987

INCOME

Rent Received - Leasehold	28079.29
Rents Received - Capital	2200.00
Grants	77858.00
Interest Received	8425.25
Miscellaneous Income	5.00
	<hr/>
	116567.54

DEDUCT EXPENDITURE

Accountancy, Audit & Legal	1548.20	
Advertising	16.00	
Depreciation	330.00	
Electricity	102.48	
Expenditure - Capital	1832.88	
Insurance	649.15	
Maintenance & Repairs	2739.01	
Postage	241.70	
Rent - Office	3524.34	
Rent - Tenancies	65691.27	
Resource & Training	223.00	
Salaries	18335.07	
Salary on Costs	1097.63	
Stationery & Printing	885.89	
Sundry Expenses	279.23	
Telephone	437.63	
Tenant - Admin. Worker	2507.39	
Tenant - Participation	2410.58	
Travel Expenses	2107.03	
Y.O.U.R.S. Expenses	3392.44	
	<hr/>	108350.92
<u>EXCESS OF INCOME OVER EXPENDITURE</u>		<hr/> <hr/> 8216.62

ACCUMULATED FUNDS

Balance b/f, 1.2.87	69095.06 cr
Surplus period ended 31.8.87	8216.62
	<hr/>
<u>Balance c/f, 31.8.87</u>	<u>77311.68 cr</u>

DIRECTOR

DIRECTOR