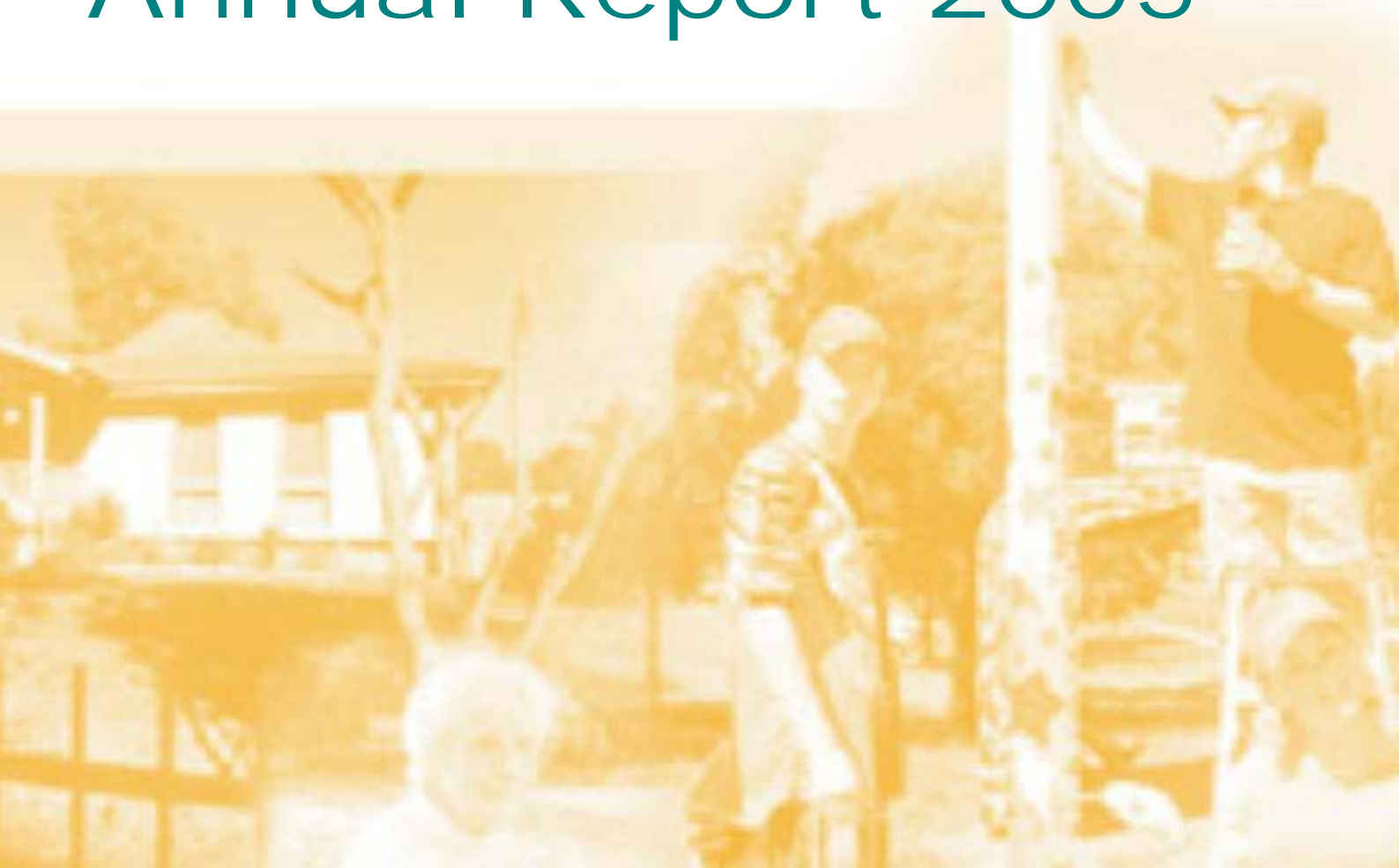




Australasian Housing Institute  
Linking social housing workers in Australia and New

# Annual Report 2005



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### Staff

Joan Ferguson  
Judith Wootton  
Eileen Gillin

Chief Executive Officer  
Professional Development Coordinator  
Office Manager

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# President's Report

Rhonda Phillips MAHI



This year has been a busy and productive one for the AHI as we have continued to develop and move ever closer to putting the organisation on a sustainable footing. The challenges being faced by the social housing system continue to highlight the critical importance of the AHI and of our role in promoting professional practice across all sectors of the industry and supporting social housing practitioners to develop the skills and tools they need to respond to the diverse needs of clients and the changing service delivery environment.

The organisation now fully understands that establishing a new Australasian member based organisation in a diverse field of endeavour like social housing is a mammoth task. The Australasian Housing Institute has been fortunate to have attracted and retained a large number of highly committed and skilled Directors and members who have invested enormous voluntary time and energy into the formation and nurturing of the organisation. We have also attracted considerable financial and 'in kind' support from housing authorities and benefits from our partnerships with the Chartered Institute of Housing in the UK, Australian tertiary education and research institutions and other professional and research bodies.

In spite of this enormous good will and assistance, the AHI has faced a number of challenges in its short life that were not fully anticipated during the conception and establishment phases. The first lesson was the

enormous investment required to establish and maintain the robust systems and infrastructure needed for a modern, well-governed, member-based organisation. The second is the challenge of resourcing branches and activities across nine jurisdictions in Australia and New Zealand.

The AHI has responded creatively to these challenges and is emerging as a flexible, agile and networked organisation with an extremely small staff team, a high use of technology and effective partnerships. Some of our key achievements have been the regular publication of a high quality journal, HousingWORKS, presentation of a diverse program of seminars and professional development activities and initiation of Professional Excellence in Social housing Awards program.

I feel very privileged to have been part of the wonderful team of people making up the Board of Directors this year. We are a 'virtual' team for most of the year with very limited opportunities to meet face to face but this has not diminished the enthusiasm, responsibility and effort that individual Directors and the Committees have demonstrated. I have greatly appreciated the support I have received over the year and have experienced first hand the huge value of the diverse range of perspectives and expertise that Directors brought to the Board. The Board of Directors and Board Committees have played an important role in supporting the Chief Executive Officer to deliver on the business plan priorities. The establishment of an editorial committee to oversee HousingWORKS will free up the Policy Committee to focus on strategies to engage members in policy formulation and so increase our capacity to participate in forums and debates representing the views and interests of our members.

We have demonstrated a true commitment to being a learning organisation through continuously reviewing our performance and business model to ensure that we are delivering the best possible outcome for our members, sponsors and partners. This has resulted in ongoing change and refinement of our priorities, member services, operating model and communications strategies.

In the first part of the year covered by this report, Joan Ferguson was the President and during her term led the organisation through an important review of its future directions. This work contributed to a clear sense of direction this year for the organisation. Along with my colleagues on the Board of Directors, I was pleased in March of this year to appoint Joan as our Chief Executive Officer following an external recruitment process. Joan's skills and commitment to the Institute were tested as she worked tirelessly to deliver on our operational plan with very limited resources while we were recruiting the remaining staff positions. I have greatly enjoyed working with Joan in recent months and on behalf of the Board of Directors I want to thank Joan for her enormous past and ongoing contribution.

Taking up of the presidency of the AHI this year coincided with a significant change in my career and I have appreciated the opportunity it has provided to remain connected to the social housing world and all the marvellous people who work in the industry. It has been a very fulfilling, if at times challenging, year and while I will not be seeking re-election, I look forward to continuing my active involvement in the AHI into the future.

There is much more I would have liked to achieve this year but I guess will have to hand those tasks to the incoming Board and President. Some of the priorities we have identified are: to improve our communication with members and maximize e-business through a new website; continue to expand our professional development program; strengthen our participation in policy processes to provide a stronger practitioner voice; and review our business model to ensure the long term sustainability of the Institute.

We now have an extremely competent and committed new staff team in place with an ambitious program of activities to implement. I am confident that with support from the new Board, they will ensure the coming year will be successful and important for consolidation and growth of the AHI.

# Chief Executive Officer's Report

Joan Ferguson MAHI



This is my first annual report as Chief Executive Officer of the Institute. A lot has happened in a short time, much of it behind the scenes activity that supports the public work of the organisation. We are now implementing the strategic plan developed last year with a great team of volunteers, Directors and staff. The Institute has evolved into a dynamic, useful and professional organisation.

In addition to the highlights mentioned in the President's Message, some of our achievements this year include

- Membership has increased by 25%
- Members have launched a new branch in Western Australia
- Our professional development program included a record number of seminars held throughout New Zealand and Australia
- The Institute continues to benefit from financial support from State Housing Authorities
- The high quality journal HousingWORKS continues to receive positive feedback
- New products have been added to the member benefits program through the National Building and Surveying Alliance
- The launch of our member EMagazine Housing People

- We have facilitated the formation of an education and training network and an Executive
- Practitioner's Forum, both of which are running independently. .
- Presentation of the inaugural awards for professional excellence in social housing
- A strong working relationship with the UK Chartered Institute of Housing
- A positive review of our performance to date, leading to a strengthening of our Strategic Plan

The most noticeable change in our activities is the introduction of the professional development program, with members and other participants telling us that we seem to be hitting the right note with the topics chosen and with the content on the day.

Raewyn Tipene from New Zealand has generated a great deal of interest in Indigenous housing issues, and how Maori culture and political organisation influences the delivery of housing services. She has been touring Australia with the seminar Indigenous Housing: Reflection and Perspectives on Maori Housing. These seminars have also provided members and other social housing professionals with an interest in Indigenous housing issues to start building informal networks within the Indigenous housing sector and beyond. Seminars were delivered in Darwin, Cairns, Brisbane, Sydney and Canberra this year.

Judy Stubbs is causing social housing professionals to question their approaches to involving residents in urban renewal projects. Judy's research examines the involvement of tenants in a major urban renewal project at Minto in NSW. Responses from participants show that people are energized by the discussion and

ready to work on their tenant involvement strategies.

Rosie Mangan and Roman Kowalczyk are giving people a “warts and all” assessment of a range of products supporting families to sustain their tenancies in South Australia. Their work has been significant in that it has been a pilot – after evaluation they now know what works and that has been incorporated into their day to day practice. Follow up from participants has been strong, as they are very keen to know more about the detail of how their program works in South Australia.

I would like to thank Raewyn, Judy, Rosie, Roman, Garry Mallard and Jenny Muir for their great presentations at the seminars and for their thoughtful and knowledgeable responses to the many questions from participants.

The Board of Directors is a wonderful support, particularly Rhonda Phillips, who is always delightfully down to earth and able to look on the bright side. Members of the Board have worked hard this year. Along with their corporate responsibilities, they have managed local relationships and interests on behalf of the AHI and helped generate member input into various areas of activity.

A number of people have worked for the organisation during the year: Lee Bellia helped organise events in late 2004; Sharon Rosewarne brought some order to the membership administration system; Mary Rose Angeles and Robin Pescud provided administrative assistance in the Canberra Office; and John Crickmore was the organisation’s Executive Director from February 2003 to January 2005. We wish John well in his new career in the IT industry.

The AHI has had a progressive year, and we are starting to take our appropriate place as the professional association for people working in social housing. Our priorities for the year ahead are to develop standards for professional recognition; expand the professional development program; increase our membership; strengthen our publications; give members a voice in the policy discussion; and raise the profile of the Institute. I personally look forward to the year ahead.

Joan Ferguson, CEO

## Vivienne Milligan retires as voluntary editor of HousingWORKS

Vivienne Milligan is an outstanding member of the Australasian Housing Institute. She was a member of the Board of Directors for its first three years and continues as a member of the NSW Branch Committee. HousingWORKS is highly regarded by members and other stakeholders and it is through Vivienne’s leadership and very hard work that this publication has gone from strength to strength. We will miss her contribution as Editor, but I, and others, feel relieved that she will continue to help as a member of the Editorial Committee.



Joan Ferguson, CEO



# Strategic Direction

The Australasian Housing Institute is the professional association of people working in social housing in New Zealand and Australia.

The organisation has renewed its vision for social housing professionals and refreshed its approach to doing the business of a professional association. Our members remain at the forefront of our work, which now has a greatly enhanced professional development component. We acknowledge that this is a time of radical change for the profession with system reform, organisation change, pressure on resources and a shifting customer dynamic demanding new ways of working and a reshaping of what it means to be a social housing professional.

We believe our business model will give the organisation real opportunity to be innovative, entrepreneurial and relevant for members. Our purpose is to support people working in social housing achieve excellence in their work and the best possible outcomes for their clients and local communities, and for their organisations.

Our strategic plan sets out our key priorities

- Drive professional standards and good practice
- Promote debate and advocate on social housing
- recognise the skills of housing professionals and promote access to these skills
- Foster opportunities for professional advancement
- Develop the AHI as an effective and viable organisation

# Services and activities

The 2004 – 2005 financial year provided a range of informative and educational options to social housing professionals. The AHI received very encouraging response to the high quality professional development seminars offered. Participants evaluated each of the seminars very highly; in particular, we had a tremendous response to the quality of presenters and the impact of their useful and engaging information.

A variety of acclaimed international and locally based speakers covered pertinent topics in a series of seminars presented Australasia wide. Topics included:

- Asset Management – Building Successful Sustainable Partnerships with the Private Sector. Bringing Together people involved in building sustainable, successful business relationships between the private sector and social housing asset management professionals.
- Indigenous Housing – Reflections and Perspectives on Maori Housing. Exploring the cultural perspectives of Maori Housing and ways of improving housing outcomes in other indigenous communities.
- Supporting Families, Sustaining Tenancies. Presentations and discussions aimed at social housing professionals with an interest in the practical implementation of projects supporting families maintain their tenancies.
- Tenant Participation and Urban Regeneration. Covering the urban and community regeneration responsibilities in social housing organisations and the expectations that tenants bring to the process.

The high quality communication journal, **HousingWORKS** continues to provide consistently relevant and informative articles for the social housing professional. Issues were published in November 2004 and May 2005. Of the many articles written there were included such topics as the Future of Public Housing, Indigenous Access to Mainstream Public and Community Housing, Anti-Social Behaviour, Urban Renewal, UK Housing Policies, and the AHI's Education and Training Network.

The AHI's new Emag, **Housing People** was launched in May 2005 to an enthusiastic response. Housing professionals in all areas are benefiting from the new, easy to read format that provides an informal and appealing dialogue focusing on topical issues and the people behind them.

# AHI Board of Directors 2004 – 05

**President** Rhonda Phillips MAHI

## **Branch Representatives**

New South Wales	Lynden Esdaile MAHI
New Zealand	Greg Groufsky MAHI
Northern Territory	Garry Gardiner
Queensland	Robin Zakharov MAHI
South Australia	Josephine Cray AHI
Tasmania	Michele Downie MAHI
Victoria	Kate Coleman MAHI
Western Australia	Shane Edmonds MAHI

## **Sector Representatives**

Community Housing	Paul Ryan MAHI
Indigenous Housing	Vacant
Rural	Pauline McKenzie MAHI
Volunteer	Garry Mallard MAHI

**Chief Executive Officer** Joan Ferguson MAHI

## **Standing Committees**

### **Finance and Risk Management Committee**

Chair – Pauline McKenzie (since November 2004)  
Joan Ferguson  
Rhonda Phillips  
Josephine Cray  
Garry Mallard

### **Policy Committee**

Chair – Robin Zakharov (from November 2004)  
Vivienne Milligan (chair to November 2004)  
Greg Groufsky  
Tim Seelig

### **Member Services Committee**

Chair – Kate Coleman (since September 2003)  
Rhonda Phillips  
Garry Mallard  
Michele Downie

### **Education and Practice Committee**

Chair – Josephine Cray  
Lynden Esdaile  
Adam Farrar  
Linda Tolson  
Roger Jameson

# Directors' Reports

The Directors submit their report for the period ending 30<sup>th</sup> June 2005.

The names of the Directors holding office during the financial year and up to the date of this report, together with a statement of their relevant experience, affiliations and qualifications are listed below. Directors were in office for the entire period unless stated otherwise.

## **Rhonda Phillips (President)**

Rhonda was appointed as President to the Board in November 2005, after a previous Board tenure between December 2001 and November 2003. She has 21 years experience in social housing in the community and public sectors and is currently a post graduate student in the School of Social Work and Applied Human Sciences at the University of Queensland. Rhonda has a Bachelor of Social Science and a Graduate Diploma in Community Education along with presently being enrolled full time in a Master of Philosophy at the University of Queensland.

## **Frances Joan Ferguson**

Joan was elected President and appointed to the Board in November 2003. She was involved in developing the proposal for the Institute, serving on the steering committee and is a founding member of the organisation. Joan has twenty years experience as a housing practitioner and has worked as a front line housing manager, a housing advice worker, a senior executive in a state housing authority and in leading change in the community housing sector. She has worked in New South Wales, Ireland and England. Joan presently resides in NSW. Joan finished her term as President in November 2004 and did not seek to renominate to the Board

## **Kate Coleman**

Kate was appointed to the Board in June 2003 and reappointed in November 2003 and has been the Member Services Chair since September 2003. She has thirty years experience in social housing in both the community housing and public housing sectors. Kate's present role is Executive Officer of Eastern Tenancy & Housing

Ltd, a Public Housing Advocacy Program. She is also Secretary to an older persons community housing project, board member of an Independent Living Unit & Older Persons Hostel Project, participant on PHAP Managers Network and a number of regional networks and local community housing committees. Kate has over the years been chairperson of Shelter Victoria, Co-chair of the community and Department Housing Issues Group and represented Shelter on Parliamentary committees. Kate has a Graduate Diploma in Applied Science and has undertaken accredited training in management, conflict and dispute resolution and financial management in the community housing sector. Kate resides in Victoria.

## **Josephine Cray**

Josephine was appointed to the board in April 2004 as the South Australian delegate and given her strong educational background is now chairing the Education and Practice Committee. Josephine has held senior State and Commonwealth positions in education and learning, and began her career as a classroom teacher.

### **Mary Crearie**

Mary was appointed to the Board in November 2003 and served until November 2004. She has 25 years experience in public housing, including senior management positions in both public and community housing. Mary began her career in Scotland prior to emigrating to Australia in 1993. Her most recent Australian position was Director of Regional Services (Metro) for the South Australian Housing Trust. Mary has now returned to Scotland. Mary finished her term as a Director in November 2004 and did not seek re-nomination to the Board.

### **Michele Downie**

Michele is the Tasmanian Director and was appointed to the Board in November 2003. She has 14 years experience in public sector social housing, and is currently the Area Manager Housing Tasmania and is responsible for the strategic management of service delivery and development for her region. Her previous role includes working closely with the community sector as Coordinator Community Partners within the Supported Accommodation Assistance Program. Michele has undertaken study in a number of areas, including Public Sector Management, Sociology and Housing Management and Policy.

### **Shane Edmonds**

Shane was appointed to the AHI Board in September 2004. He has over 30 years experience in social housing, mostly in the delivery of regional housing services. He is currently the manager of Joint Venture Land Projects in the Department of Housing and Works 9 (DHW) Landstart division. Shane resides in WA and has a Graduate Certificate in Housing Management and Policy from Swinburne University. He is chair of the Northern Suburbs Community Legal Centre Board as well as a member of a number of Land Development Boards as a DHW representative.

### **Lynden Esdaile**

Lynden was appointed to the Board in November 2004, and brings with her twenty-five years experience in social housing. She has worked in state, federal and local government roles in housing, community services and the arts. Lynden has held the position of Executive Chairperson of the NSW Housing Appeals Committee for the past ten years. She has a Bachelor of Social Work and a Masters in Public Policy and presently resides in New South Wales.

### **Garry Gardiner**

Garry has been serving on the Board since January 2004 as the Northern Territory Representative. He has seven years experience in social housing and is presently the Strategy and Planning Coordinator for Yilli Rreung Housing Aboriginal Corporation in Darwin.

### **Greg Groufsky**

Greg was appointed to the Board in February 2003 and reappointed in November 2003. He has 18 years experience in social housing, in a wide variety of roles within the New Zealand Housing Agency. He is currently seconded to the Office of the New Zealand Housing Minister and has had a variety of roles including Tenancy Tribunal mediator, management of frontline HNZA neighbourhood and Area offices, senior management roles in developing HNZA's asset strategy and management of the community housing portfolio. Greg has a Bachelor of Arts, and is currently studying towards a Masters Degree with Swinburne University. He resides in Wellington New Zealand.

### **Adam Farrar**

Adam served on the Board during the period of November 2003 to November 2004, and has had an active involvement with the Board since inception, developing the proposal for the Institute and serving on the steering committee. He has 17 years experience in housing policy and professional development and has a MA (Hons) in Philosophy. Adam is currently the Executive Director of the NSW Federation of Housing Associations. Adam finished his term as a Director in November 2004 and did not seek re-nomination to the Board.

### **Pauline McKenzie**

Pauline was appointed to the Board in February 2003 and reappointed in November 2003, and has been the Finance and Risk Management Chair since November 2004. She has over twenty years experience in the social housing sector and is currently the General Manager – Business Development Northern, NSW Department of Housing. Pauline has a Bachelor of Science and Bachelor of Law (LLB), and is the Non-metropolitan representative on the Board. She presently resides in New South Wales.

### **Garry Mallard**

Garry was appointed to the Board in March 2004. He has 10 years experience in Tenant Participation and is passionate about social housing reform and long term sustainability. He is the founder and volunteer coordinator of the national Tenant Support Network; a service providing information, representation and referral to social housing stakeholders across Australia. Garry is also a member of the NSW Public Housing Customer Council and a Director of Shelter NSW. Garry resides in NSW.

### **Vivienne Milligan**

Vivienne was appointed to the Board in October 2001 and served until November 2004. Vivienne's involvement included the role of the Chair of the Policy Committee and Editor of the Institute's journal HousingWORKS. She has 25 years experience in public, community, indigenous and affordable housing sectors. Vivienne is a former director of the Australian Housing and Urban Research Institute, the Australian Institute of Health and Welfare and City West Housing Ltd. She currently holds an adjunct position in the Faculty of Architecture at the University of Sydney where she teaches housing policy and undertakes research on housing issues, as well as working as a private consultant in the housing and urban policy fields. Vivienne has a Bachelor of Arts (Hons) and a PhD. Vivienne finished her term as a Director in November 2004 and did not seek re-nomination to the Board.

### **Paul Ryan**

Paul was appointed to the Board on 19<sup>th</sup> November 2004. Paul is the Manager of Community Housing Ltd. He was previously a member of the Tenants Union of Victoria Board of Directors and served as Chairperson for two years. Paul resides in Victoria. He resigned from the Board of Directors on 21<sup>st</sup> April 2005.

### **Tim Seelig**

Tim served on the Board from November 2003 to June 2004. He is currently the Housing Research Fellow in the AHURI Old Research Centre at the University of Queensland. Tim has held several senior policy and research positions within the Queensland Department of Housing, and holds a BA (Hons), a Grad. Cert. In Housing Management and a PhD. In Sociology.

**Robin Zakharov**

Robin was appointed to the Board as the Queensland Director in June 2004. She has been the chair of the Policy Committee since early 2005. Robin has worked in social housing for most of her career, spending nearly 20 years with state housing authorities in Victoria and Queensland in policy and management roles. Since 2002 Robin has worked as an independent consultant, working with organisations across all sectors of social housing as well as other realms of public policy. She has a Bachelor of Applied Science (Planning) and a Graduate Diploma in Urban Sociology.

# Corporate information

The Australasian Housing Institute Ltd (AHI) is a company limited by guarantee that is incorporated in Australia. Members undertake to contribute \$10 each to the property of the company if it is wound up while they are a member or within one year after they cease to be a member.

## Review and Results of Operations

The 2004-2005 period marked the third full year of the operations of the AHI. Finance Report.

## Corporate Governance

The Board of the Institute met 11 times during the financial year, utilizing teleconferencing where possible and holding two meetings face to face to oversee the operational elements of the Institute's work and to take responsibility for the appropriate items in the Institute's Business Plan.

The Board established 4 standing committees: Finance and Risk Management, Member Services, Policy and Education and Practice.

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## Directors Meetings

The number of Directors meetings held and the number of meetings attended by each of the Directors when they were in office during the financial year are set out below

Name	Number of meetings held	Number of meetings attended	Notes
Rhonda Phillips	6	6	Appointed President on 19 <sup>th</sup> November 2004
Pauline McKenzie	11	8	Appointed 7 <sup>th</sup> February 2003
Garry Mallard	11	11	Appointed 19 <sup>th</sup> November 2004
Paul Ryan	4	2	Appointed 19 <sup>th</sup> November 2004 Resigned 21 <sup>st</sup> April 2005
Robin Zakharov	11	11	Appointed 4 <sup>th</sup> June 2004
Lynden Esdaile	6	5	Appointed on 19 <sup>th</sup> November 2004
Kate Coleman	11	11	Appointed 6 <sup>th</sup> June 2003
Michelle Downie	11	7	Appointed 26 <sup>th</sup> November 2003
Josephine Cray	6	3	Appointed 19 <sup>th</sup> November 2004
Greg Groufsky	11	7	Appointed 7 <sup>th</sup> February 2003
Shane Edmonds	6	4	Appointed 19 <sup>th</sup> November 2004
Garry Gardiner	6	4	Appointed 19 <sup>th</sup> November 2004
Joan Ferguson	5	5	Term as President finished on 19 <sup>th</sup> November 2004
Vivienne Milligan	5	4	Term as Director finished on 19 <sup>th</sup> November 2004
Mary Crearie	5	0	Term as Director finished on 19 <sup>th</sup> November 2004
Adam Farrar	5	3	Term as Director finished on 19 <sup>th</sup> November 2004



## Indemnification and Insurance of Directors and Officers

In the reporting period, the company has paid premiums in respect of a contract insuring all the Directors of the Australasian Housing institute Ltd through Association Liability Insurance against costs incurred in defending the proceedings for conduct involving wrongs in the course of professional duty or as Office Bearers and all matters covered in policy no 05MUL0279232.

The total amount of premiums paid was \$4004.40 of which the Directors were not asked to contribute.

No indemnities have been given or insurance premiums paid, during or since the end of the financial year for any person who is or has been an officer or auditor of the company.

No person has applied for leave of court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is party for the purpose of taking responsibility on behalf of the company for all or any part of those proceedings during the year.

# Standing Committees

## Policy Committee

The main business of the Policy Committee during the year was the planning for production of the *HousingWORKS* journal, particularly a joint issue with *Parity* magazine, produced in November 2004.

In 2005 the Board approved the formation of an editorial committee, to operate as a working party of the Board, to focus on the planning and development of *HousingWORKS*, freeing the Policy committee to focus on broader policy activities and roles for the AHI.

An expanded Policy Committee is to be convened early in 2005/2006 to consider major policy issues of interest to AHI members and develop a program of activities to engage members and other social housing professionals in exploring key policy issues facing social housing.

## Finance and Risk Management Committee

The primary objective of the Finance and Risk Management Committee has been to oversee the financial management and provide strategic administrative direction to the AHI. This has incorporated the review and management of major strategic risks as a term of reference for the standing committees.

The Committee's role in 2004 –2005 has involved the careful oversight of a tight financial situation and supporting the CEO through the implementation of a new staffing structure and business model.

## Member Services Committee

The major focus of the Member Services Committee is on how best the AHI can serve its members. This year the most pressing issue has been the recruitment of new members.

The Committee provides strategic advice about membership drives, communication with members, marketing, website improvements and partnerships with other professional associations.

# Profile of members

The Institute has 478 members. More than 100 people joined the Australasian Housing Institute for the first time during this financial year. Sixteen people resigned during the year.

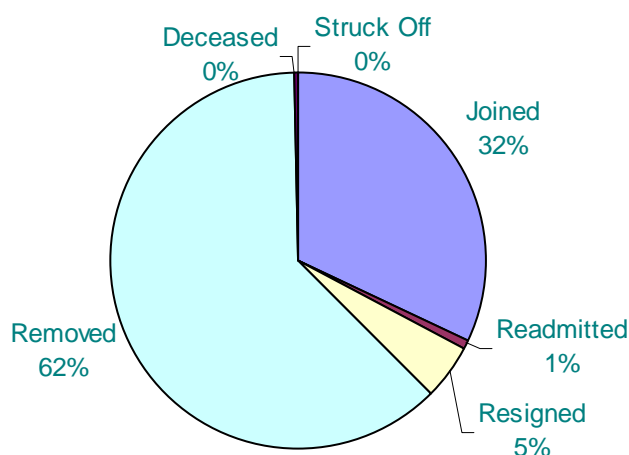
This year, as was the case in the previous financial year, the Board of Directors has had to remove a significant number from membership (209). These members joined as part of group membership schemes that were not sustained by their employers. This year is the last year where this group removal process will need to take place.

## Membership Changes

1<sup>st</sup> July 2004 to 30<sup>th</sup> June 2005

Action	ACT	NSW	NT	NZ	QLD	SA	TAS	VIC	WA	OS	Total
Joined	0	60	1	5	9	7	5	13	7	0	107
Readmitted	0	1	0	0	0	0	0	2	0	0	3
Resigned	1	9	2	1	1	1	0	0	1	0	16
Removed	0	110	76	5	6	1	3	8	0	0	209
Deceased	0	1	0	0	0	0	0	0	0	0	1
Struck Off	0	0	0	0	0	0	0	0	0	0	0
<b>Change</b>	<b>1</b>	<b>181</b>	<b>79</b>	<b>11</b>	<b>16</b>	<b>9</b>	<b>8</b>	<b>23</b>	<b>8</b>	<b>0</b>	<b>4</b>

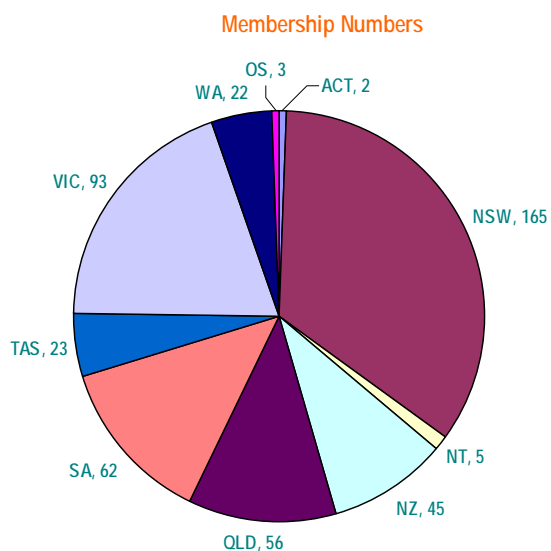
Membership changes 2004 - 05



Joining the Institute is now easier than ever before with new members able to have their membership fee debited directly from their bank account or deducted from their salary by their employer.

## Membership Numbers

Grade	ACT	NSW	NT	NZ	QLD	SA	TAS	VIC	WA	OS	Total
Totals	2	165	5	45	56	62	23	93	22	3	478



In May 2005 the President launched a major recruitment drive that saw 58 members join in the last two months of the financial year.

Our priority in the year ahead is to recruit a minimum of 100 new members. We will also encourage all employers to offer their staff the option of having their AHI membership fee deducted from their salary.



***AUSTRALASIAN HOUSING INSTITUTE LTD***  
***A.C.N. 097 565 387***

***FINANCIAL STATEMENTS FOR THE YEAR ENDED***  
***30<sup>TH</sup> JUNE 2005***



***HAYWARDS***

***CHARTERED ACCOUNTANTS***  
***LEVEL 8, 19-31 PITT STREET***  
***SYDNEY NSW 2000***  
***AUSTRALIA***  
***%61 2 9251 7577***

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

**FINANCIAL STATEMENTS – 30<sup>TH</sup> JUNE 2005**

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**DIRECTORS' REPORT**

Your directors submit their report on the company for the year ended 30<sup>th</sup> June 2005.

The names of the directors in office at any time during or since the end of the year are:

Joan Ferguson	<i>President (retired 19 November 2004)</i>
Rhonda Phillips	<i>President (appointed 19 November 2004)</i>
Kate Coleman	<i>Member</i>
Mary Crearie	<i>Member (retired 19 November 2004)</i>
Michelle Downie	<i>Member</i>
Adam Farrar	<i>Member (retired 19 November 2004)</i>
Greg Groufsky	<i>Member</i>
Gary Mallard	<i>Member</i>
Pauline McKenzie	<i>Member</i>
Vivienne Milligan	<i>Member (retired 19 November 2004)</i>
Robin Zakharov	<i>Member</i>
Gary Mallard	<i>Member (appointed 19 November 2004)</i>
Paul Ryan	<i>Member (appointed 19 November 2004/ resigned 21 April 2005)</i>
Lynden Esdaile	<i>Member (appointed 19 November 2004)</i>
Josephine Cray	<i>Member (appointed 19 November 2004)</i>
Shane Edmonds	<i>Member (appointed 19 November 2004)</i>
Garry Gardiner	<i>Member (appointed 19 November 2004)</i>

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

The deficit of the company for the financial year amounted to \$52,897.

The company is exempt from income tax.

A review of the operations of the company during the financial year and the results of those operations show a decline in memberships and funding.

No significant changes in the company's state of affairs occurred during the financial year.

The principal activities of the company during the financial year were to provide support and services for its members working in the social housing sector throughout Australia and New Zealand.

No significant change in the nature of these activities occurred during the year.

No matters or circumstances have arisen since the end of the financial year, which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

The company's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.



**DIRECTORS' REPORT**  
**(continued)**


No indemnities have been given during or since the end of the financial year for any person who is or has been an officer or auditor of the company. Officers insurance premiums of are paid by the company during the financial year.

No person has applied for leave of court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any part of those proceedings.

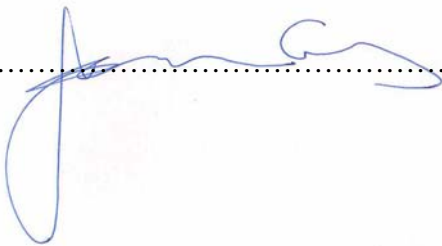
The company was not a party to any such proceedings during the year.

Signed in accordance with a resolution of the Board of Directors:

Director:

  
.....

Director:

  
.....

Dated at Canberra on the 25 day of October 2005.

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**STATEMENT OF FINANCIAL PERFORMANCE**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	<b>Notes</b>	<b>2005</b>	<b>2004</b>
		<b>\$</b>	<b>\$</b>
Revenues from ordinary activity	2	239,282	258,762
Property expenses		(7,798)	(9,581)
Employee benefits expenses		(138,562)	(109,130)
Other expenses from ordinary activities		(145,819)	(109,737)
Net surplus/(deficit) from ordinary activities attributable to members of the company		(52,897)	30,314

*The accompanying notes form part of these financial statements.*

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2005**

	NOTE	2005 \$	2004 \$
<b>CURRENT ASSETS</b>			
Cash Assets	4	170,383	37,834
Receivables	5	2,817	74,672
Prepayments		7,050	4,727
Investments	6	145	2,055
<b>TOTAL CURRENT ASSETS</b>		<b>180,395</b>	<b>119,288</b>
<b>NON CURRENT ASSETS</b>			
Fixed Assets	7	5,274	4,908
Intangibles	8	450	450
<b>TOTAL NON CURRENT ASSETS</b>		<b>5,724</b>	<b>5,358</b>
<b>TOTAL ASSETS</b>		<b>186,119</b>	<b>124,646</b>
<b>CURRENT LIABILITIES</b>			
Payables	9	228,233	107,138
Provisions	10	-	6,725
<b>TOTAL CURRENT LIABILITIES</b>		<b>228,233</b>	<b>113,863</b>
<b>TOTAL LIABILITIES</b>		<b>228,233</b>	<b>113,863</b>
<b>NET ASSETS</b>		<b>(42,114)</b>	<b>10,783</b>
<b>EQUITY</b>			
Accumulated Surplus/(Deficit)	11	(42,114)	10,783
<b>TOTAL EQUITY</b>		<b>(42,114)</b>	<b>10,783</b>

*The accompanying notes form part of these financial statements.*

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	Notes	2005 \$	2004 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from seed and extra funding		367,216	163,634
Receipts from membership fees and other income		38,896	57,474
Payments to suppliers and employees		(273,983)	(232,788)
Interest received		3,186	1,557
Net cash provided by operating activities	14(b)	135,315	(10,123)
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from sale of property, plant & equipment		-	3,426
Payment for property, plant and equipment		(4,676)	(7,258)
Net cash used in investing activities		(4,676)	(3,832)
Net increase/(decrease) in cash held		130,639	(13,955)
Cash at beginning of year		39,889	53,844
Cash at end of year	14(a)	170,528	39,889

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

**1. STATEMENT OF ACCOUNTING POLICIES**

This financial report is a special purpose financial report prepared in order to satisfy the financial report preparation requirements of the Corporations Act 2001. The directors have determined that the company is not a reporting entity.

Australasian Housing Institute Ltd is a company incorporated and domiciled in Australia.

The report has been prepared in accordance with the requirements of the Corporations Act 2001, and the following applicable Accounting Standards and Urgent Issues Group Consensus Views:

AASB 1018: Statement of Financial Performance  
AASB 1025: Application of the Reporting Entity Concept and Other Amendments  
AASB 1031: Materiality  
AASB 1034: Financial Report Presentation and Disclosure  
AASB 1040: Statement of Financial Position

No other Accounting Standards, Urgent Issues Group consensus views or other authoritative pronouncements of the Australian Accounting Standard Board have been applied.

The report is also prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated current valuations of non-current assets.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report:

**(a) Income Tax**

The company is exempt from income tax.

**(b) Employee Benefits**

Provision is made for the company's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries and annual leave which will be settled after one year have been measured at their nominal amount.

Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflow to be made for those entitlements.

Contributions are made by the company to employee superannuation funds and are charged as expenses when incurred.

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

**1. STATEMENT OF ACCOUNTING POLICIES (continued)**

**(c) Property, Plant and Equipment**

Property, plant and equipment are carried at cost. All fixed assets are depreciated over their useful lives to the company commencing from the time the asset is held ready for use.

**(d) Membership Fees**

Membership fee income is recognised as earned over the year beginning from the first quarter after the application has been received.

	<b>2005</b>	<b>2004</b>
	<b>\$</b>	<b>\$</b>
<b>2. REVENUE</b>		
Included in the ordinary revenue are the following items:		
Seed Funding	183,905	120,250
Extra Funding	13,295	93,964
Membership Fees	13,518	34,859
Seminar Fees	20,428	6,964
Interest Received	3,186	1,557
Publication Income	-	910
Advertising Income	-	258
Journal Subscriptions	4,731	-
Miscellaneous Income	219	-
	<b>239,282</b>	<b>258,762</b>

**3. SURPLUS FROM ORDINARY ACTIVITIES**

Surplus from ordinary activities has been determined after:

**Charging as Expenses:**

Depreciation Expense	4,310	3,255
Bad and Doubtful Debts	(7,355)	(7,810)
Rent Expense	7,798	9,581
Remuneration of Auditor - audit or review	3,500	3,750

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	<b>2005</b>	<b>2004</b>
	<b>\$</b>	<b>\$</b>
<b>4. CURRENT ASSETS – CASH ASSETS</b>		
Cash at Bank	170,208	37,634
Petty Cash	175	200
	<u>170,383</u>	<u>37,834</u>
<b>5. CURRENT ASSETS - RECEIVABLES</b>		
Trade Debtors	-	81,730
Less: Provision for Doubtful Debt	-	(7,355)
	-	<u>74,375</u>
Resident Withholding Tax	297	297
Deposits & Bonds Paid	100	-
Other Debtors	2,420	-
	<u>2,817</u>	<u>74,672</u>
<b>6. CURRENT ASSETS – INVESTMENTS</b>		
Sandhurst Trustees	145	2,055
	<u>145</u>	<u>2,055</u>
<b>7. NON CURRENT ASSET – FIXED ASSETS</b>		
Low Value Asset Pool – at Cost	2,176	1,516
Less: Accumulated Depreciation	(1,366)	(256)
	810	1,260
Computer Equipment – at Cost	10,791	6,775
Less: Accumulated Depreciation	(6,327)	(3,127)
	<u>4,464</u>	<u>3,648</u>
	<u>5,274</u>	<u>4,908</u>
<b>8. NON CURRENT ASSETS – INTANGIBLES</b>		
Trade Marks	450	450
	<u>450</u>	<u>450</u>
<b>9. CURRENT LIABILITIES – PAYABLES</b>		
Membership Fees in Advance	23,242	25,368
Less: Memberships not considered collectable	-	(5,493)
	<u>23,242</u>	<u>19,875</u>
Accrued Expenses	6,953	3,484
GST Payable	14,727	500
Seed and Special Funding in advance	183,311	83,279
	<u>228,233</u>	<u>107,138</u>

**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	<b>2005</b>	<b>2004</b>
	<b>\$</b>	<b>\$</b>
<b>10. CURRENT LIABILITIES – PROVISIONS</b>		
Provision for Annual Leave	-	4,394
Provision for Sick Leave	-	2,331
Provision for TOIL	-	-
	-	6,725
<b>11. ACCUMULATED SURPLUS/(DEFICIT)</b>		
Accumulated surplus/(deficit) at the beginning of the year	10,783	(19,531)
Net surplus/(deficit)	(52,897)	30,314
Accumulated surplus/(deficit) at the end of the year	(42,114)	10,783
<b>12. CAPITAL AND LEASE COMMITMENTS</b>		
Operating Lease Commitments.		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
- not longer than 1 year	-	9,880
- longer than 1 year but not longer than 2 years	-	823
	-	10,703
<b>13. GOING CONCERN</b>		
<p>The accounts have been prepared on a going concern basis. The Australasian Housing Institute Ltd has secured a funding grant from participating Housing Ministers' Advisory Committee members (States, Territories and New Zealand) until year 2005/2006. However, unless additional funding is secured or membership is substantially increased and expenses reduced it is unlikely the organisation will be able to continue after the 2005/2006 financial year.</p>		



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

**14. CASH FLOWS**

	2005	2004
	\$	\$

**NOTE: CASH FLOW INFORMATION**

(a) Reconciliation of Cash

Cash at the end of the financial year as show in the Statements of Cash Flows is reconciled to the related items in the balance sheet as follows:

Cash on hand	175	200
Cash at bank	170,208	37,634
Term deposit	145	2,055
	170,528	39,889

(b) Reconciliation of Cash Flow from Operations with Operating (Deficit)/Surplus

Operating (Deficit)/Surplus	(52,897)	30,314
Non-cash flows in operating profit		
Depreciation	4,310	3,255
(Gain)/loss on sale of property, plant and equipment	-	271
Changes in assets and liabilities, net of the effects of		
Purchase and disposals of subsidiaries		
(Increase)/Decrease in receivables and other assets	76,887	9,008
Decrease in provision for doubtful debts	(7,355)	(7,809)
(Decrease)/Increase in payables	121,095	(46,967)
(Decrease)/Increase in provisions	(6,725)	1,805
	135,315	(10,123)

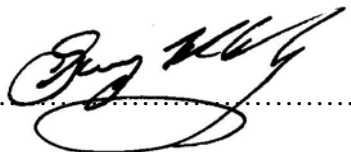
**DIRECTORS DECLARATION**

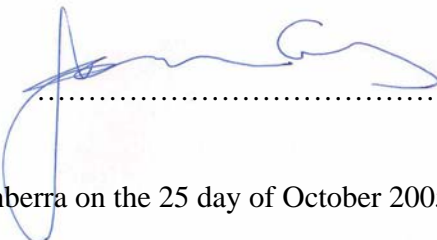
The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

The directors of the company declare that:

1. The financial statements and notes, as set out on pages 4 to 10 are in accordance with the Corporations Act 2001:
  - (a) comply with Accounting Standards as described in Note 1 to the financial statements and the Corporations Regulations 2001; and
  - (b) give a true and fair view of the company's financial position as at 30 June 2005 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors:

Director:  .....

Director:  .....

Dated at Canberra on the 25 day of October 2005.

## **INDEPENDENT AUDITORS REPORT**

### **Scope**

We have audited the financial report of Australasian Housing Institute Ltd for the financial year ended 30 June 2005 as set out on pages 4 to 12. The company's directors are responsible for the financial report and have determined that the accounting policies used and described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the requirements of the Corporations Act 2001 and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the company. No opinion is expressed as to whether the accounting policies used, and described in Note 1, are appropriate to the needs of the members.

The financial report has been prepared for distribution to members for the purpose of fulfilling the directors' financial reporting requirements under the Corporations Act 2001. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination on a test basis of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies described in Note 1 so as to present a view which is consistent with our understanding of the company's financial position, and performance as represented by the results of its operations. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia.

The audit opinion expressed in this report has been formed on the above basis.

### **Qualification**

As is common for organisations of this type, it is not practicable for the Australasian Housing Institute Ltd to maintain an effective system of internal control over membership fees, seminar fees, advertising income and publication income, until their initial entry in the accounting records. Accordingly, our audit in relation to these items was limited to amounts recorded.

Note 13 discussed a number of matters that may affect the ability of the entity to continue as a going concern. If the organisation cannot continue as a going concern adjustments would need to be made to the recoverability and classification of recorded asset amounts, or to the amounts and classification of liabilities, to reflect the fact that the company may be required to realise its assets and extinguish its liabilities other than in the normal course of business, and at amounts different from those stated in the financial report.

**INDEPENDENT AUDITORS REPORT**  
**(Continued)**

**Qualified Audit Opinion**

In our opinion, except for the effects of such adjustments, if any, as might have been determined to be necessary had the limitation discussed in the qualification paragraph not existed, the financial statements of Australasian Housing Institute Ltd for the year ended 30<sup>th</sup> June, 2005 are in accordance with:

**Qualified Audit Opinion (continued)**

- (a) the Corporations Act 2001, including:
  - (i) giving a true and fair view of the company's financial position as at 30 June 2005 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1; and
  - (ii) complying with Accounting Standards in Australia to the extent described in Note 1 and the Corporations Regulations 2001; and
- (b) other mandatory professional reporting requirements to the extent described in Note 1.

**Haywards Accountants**

**John G. Newton, ACA, Registered Company Auditor:**



Dated at Sydney on the 25 day of October 2005.

**DISCLAIMER**

The additional financial information presented on the subsequent page is in accordance with the books and records of Australasian Housing Institute Ltd which have been subjected to the auditing procedures applied in our audit of Australasian Housing Institute Ltd for the year ended 30 June, 2005. It will be appreciated that our audit did not cover all details of the additional financial information. Accordingly, we do not express an opinion on such financial information and no warranty of accuracy or reliability is given.

In accordance with our Firm policy, we advise that neither the Firm nor any member or employee of the Firm undertakes responsibility arising in any way whatsoever to any person in respect of such information, including any errors or omissions therein, arising through negligence or otherwise however caused.

**Haywards Accountants**

**John G. Newton**, ACA, Registered Company Auditor

A handwritten signature in cursive script that reads "J Newton".

Dated at Sydney on the 25 day of October 2005.

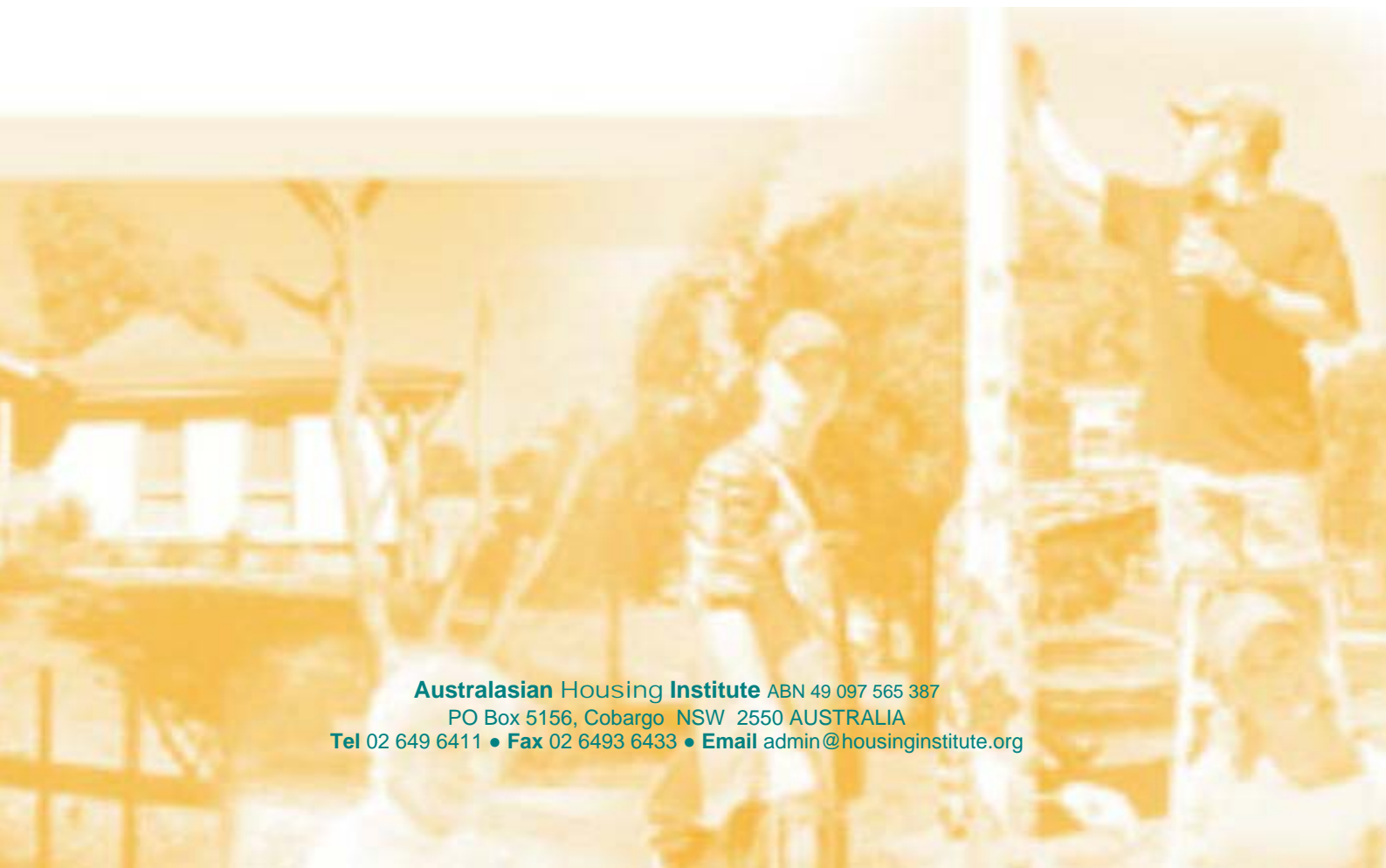
**AUSTRALASIAN HOUSING INSTITUTE LTD**  
**A.C.N. 097 565 387**

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**DETAILED FINANCIAL PERFORMANCE STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	2005 \$	2004 \$
<b>INCOME</b>		
Seed Funding	183,905	120,250
Extra Funding	13,295	93,964
Membership Fees	13,518	34,859
Seminar Fees	20,428	6,964
Interest Received	3,186	1,557
Advertising Income	-	910
Publication Income	-	258
Miscellaneous Income	219	-
Journal Subscriptions	4,731	-
<b>TOTAL INCOME</b>	<b>239,282</b>	<b>210,401</b>
<b>EXPENSES</b>		
Accounting	9,145	3,750
Advertising	4,671	6,764
Amortisation	90	-
Bank Charges	2,247	1,617
Car Parking Expenses	115	180
Computer Expenses	3,520	2,070
Consultancy Fees	8,580	17,219
Couriers	1,327	131
Depreciation Expenses	4,310	3,255
Doubtful Debt Provision	(7,355)	(7,810)
Electricity	336	508
Entertainment	-	26
Insurance	6,731	6,557
Fines & Penalties	335	-
Legal and Licence Fees	139	765
Loss on disposal of assets	-	270
Movement in Employees Entitlement Provision	(6,725)	1,805
Office Expenses	770	1,208
Printing, Postage & Stationery	21,469	26,899
Rent – Office Premises	7,798	9,581
Seminar Expenses	16,280	9,022
Staff Amenities	110	337
Staff Training	-	463
Subscriptions	1,356	90
Superannuation	11,044	7,573
Telephone, Faxes and Internet	18,614	14,861
Temporary Staff/Trainee	13,544	-
Travelling & Accommodation	46,210	19,750
Wages & Salaries	127,518	101,557
<b>TOTAL EXPENSES</b>	<b>292,179</b>	<b>228,448</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(52,897)</b>	<b>30,314</b>
<b>ACCUMULATED SURPLUS AT THE BEGINNING OF THE FINANCIAL YEAR</b>	<b>10,783</b>	<b>(19,531)</b>
<b>ACCUMULATED SURPLUS/(DEFICIT) AT END OF THE FINANCIAL YEAR</b>	<b>(42,114)</b>	<b>10,783</b>

*The above Detailed Financial Performance Statement should be read  
in conjunction with the attached disclaimer*



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