



Helping London Co-ops work together

**London Federation of Housing Co-ops
Report for the Annual General Meeting
Saturday 3rd June 2017 at 10:30am**

(Including the financial accounts for 2016)

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LONDON FEDERATION OF HOUSING CO-OPERATIVES

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ANNUAL GENERAL MEETING 10:30am Sat. 3rd June 2017
CALLY RESOURCE CENTRE, 140 COPENHAGEN STREET, LONDON N1 0ST
Agenda

- 1 Apologies for absence**
- 2 Minutes of the last AGM**
- 3 Matters arising from the minutes**
- 4 Annual Officers' Reports on the Federation's activities over the last year**
These will be available at the meeting and on the website.
- 5 Recommendations from the Executive**
 - a Subscription levels
 - b Code of Conduct
- 6 Election of the Executive Committee** - 15 places available. There will be a very short get together at the end of the AGM to check a date when the new Executive will meet to elect officers and plan dates for future events.
- 7 Annual Accounts – 2016** - Copies will be available to members in advance through e-mail application to londonfed@gmail.com or at the meeting and on the website.
- 8 Appointment of Auditors for the coming year**
Including a decision not to require a full audit and to have an independent examination.

If you would like to be considered for election to the Executive Committee please send your details to Hilary Ellwood at the Federation office, 8 Waldegrave Road, Teddington, Middlesex TW11 8GT by 3pm on Tuesday 23rd June (londonfed@gmail.com or 020 3166 2621)

DISCUSSION SESSION 11:00 – 1:00pm with speakers

With the forthcoming election, the plans for a London Community Hub have gone into abeyance, so we will look backwards at cautionary tales.

What Happens When a Co-op is taken over by a Housing Association ?

- What can and has gone wrong ?
- Success stories and where the relationship has gone well ?
- Could the situation be reversed ?

**THE EXECUTIVE IS ORGANISING A FURTHER SPEAKER AS YET
UNCONFIRMED
DETAILS WILL BE AVAILABLE BEFORE THE MEETING ON THE WEBSITE**

Chair’s Report

To be tabled.

Secretary's Report, London Federation of Housing Co-ops

1) Overview

This has been a busy year for us all and that may not have been obviously apparent from our communication. Some of what we have been doing has been in partnership with others and that has meant time liaising and finding a common approach, which takes time. That is the price of being part of a larger movement. What we have seen over this year is that we have a much wider range of potential partners to, for the first time in many years, develop genuinely new social housing, we have a more united movement across London involving all forms of tenant owned and/or managed housing, genuine opportunities to influence the GLA and Mayor's office and many new people active in the movement who had not been before.

2) Work of LFHC During the Year

During the year we have had our usual events: a forum after the AGM last June (as we will after the AGM this year), a conference in the autumn and a forum in February this year.

a) Conference

Last September we held our autumn conference a bit early. It was a joint event with LTF and NFTMO (see below) and was very well attended, with about 130 participants. Examples of new co-op and community controlled housing were celebrated, ways of addressing the worst aspects of the Housing and Planning Act were shared (many of the provisions of that act have since been dropped as unworkable or inadvisable) and a shared vision of working together began to form.

b) Co-op Finances

Following that last forum we also arranged a finance meeting for London co-ops (and a credit union) to discuss investing in loan stock in a new co-op in Brighton. Following this, Bunker Housing Co-op was a little closer to raising its base finance to raise a mortgage on the remainder of its cost. The executive also puts LFHC's money where its mouth is at its last meeting and agreed to buy some loan stock.

c) Online

During the year we had to move the website due to an issue with the current service provider. It has taken time to work out a new system for uploading updates efficiently without upsetting the new style sheets. The facebook group was therefore used for publishing and sharing information to a greater extent. We have approaching 200 members in the group and people share useful information there. We've even started having the occasional job advert, though I'm split between wondering if that is how we portray ourselves and the fact that that is how online communities work.

d) Consultations

There has been less formal consultation to be a part of this year, the main issues being around planning guidance and best practice for estate regeneration. LFHC made its own submissions about estate regeneration and contributed to a Co-ops London detailed response to planning guidance.

3) Work With Partners

Within the co-operative and community voluntary sector, we many of us wear different hats, so the lines between tasks and projects can blur. As LFHC is a member of some of our partners, we run the danger of claiming credit for things that we participate in, when others contribute or lead too. Nevertheless, it is an important part of what we do to support housing co-ops in London.

a) London Tenants Federation and National Federation of TMOs

Since the joint conference last September we have had an ongoing series of working group meetings, developing a joint approach. What we are moving towards is a grant application for ongoing work to develop a shared tenant voice for tenants across London, taking control of elements within their communities. Key issues will be:

- i) A common web site with a shared message about the need for social housing and for tenants and residents' voices to be heard. This would also be a home to a library of resources and possibly an online discussion forum or blog to disseminate ideas.
- ii) Training individuals to be ready to respond to the media effectively while staying on-message.
- iii) A Youtube channel with training videos, stories of current (or historic) interest and items of general use, updated regularly.
- iv) A training programme to support the Youtube channel and make it sustainable.
- v) A higher profile media presence which continues to share relevant information. This would focus on one channel – currently Facebook.
- vi) Linking together the activity of different groups, partly so there is more to share, but also so that it counts as 'matched funding'.
- vii) The emphasis of all these approaches must remain on the individuals and groups taking part – any funded activity must support this and not become an end in itself, otherwise it will not be sustainable.

b) Co-ops London and the Co-operative Party

LFHC is a member of Co-ops London, which is a networking group for all types of co-op (workers, energy, retail, old people's care, craft etc) to meet and to promote cooperation. To support putting co-operative housing onto the Mayor's agenda in London we have followed that link to be part of an independent advisory group within the Co-operative Party. It all sounds a bit convoluted, but we are bringing together different partners to do two things. One of those is to demonstrate to the Mayor's officers and GLA members that housing co-ops are a long established part of the housing economy that provide good value and high levels of community satisfaction. The other is that co-ops can be built on smaller plots of land than those used for big developments. More than that they be built economically and meet the needs of local communities. That creates its own challenges for existing co-ops of course, because development cannot be fully funded to give us more houses without us putting anything in, but that has to be better than having our cash assets dwindling in bank accounts.

4) Other Developments

a) Different Forms of Co-op

The demand for different forms of co-operatively managed housing has continued to grow, even though the supply that is at social rent has not grown significantly. The number of people who are interested in co-housing or small ownership co-ops continues to grow, seeking the benefits of a secure home in a community that supports their own needs. This is welcome and important part of our sector.

b) New Involvement

The threats to all our homes that were part of the Housing and Planning Bill (now Act) last year prompted many people to become involved in the housing movement. It has been good to see that energy in the London Co-op Housing Group / Co-ops 4 London carry through to create a shared resource for resources online and an excellent report on the co-op housing movement in London which was launched just over a week ago. If copies are not available at the AGM there will be a link online.

5) Progress Towards Targets Set Last Year

a) Develop useful documents to support good co-op governance.

Some documents have been shared, but issues with our website delayed this at our end and LCHG have not shared as many documents as widely as they might have wished.

- b) Clarify suitable model rules for different communities' situations.
Formulating new model rules has taken a back seat to developing structures that could support housing. This work is ongoing, but the principle of working out what you want before you document it applies.
- c) Promote and formalise good working with other partners, such as NFTMO.
This has been a success with an ongoing working group and jointly funding some activities.
- d) Continue to influence planning and development guidance in London through the London Plan and London Housing Strategy.
We have engaged directly with GLA members and indirectly with the mayor, albeit through a partnership with Co-ops London and the Co-operative Party. We have also responded to GLA consultations.
- e) Develop a feasibility plan for at least one potential co-op housing development and support others doing the same.
The Blue Sky Group took a very back-seat position to developing a possible vehicle for developing new co-op housing in London. LFHC also helped one co-op seek loan stock from London co-ops.
- f) Hold regular events throughout the year with a calendar set well in advance.
There was a whole day conference in September and a discussion forum in early February.

6) Targets for Next Year

- a) Keep the additional support groups, like the NE London staff networking meeting going.
- b) See a vehicle for new co-op housing presented to the Mayor and GLA members.
- c) Identify a small scale pilot that develops extra property for a co-op using LFHC partners, including an element of joint financing.
- d) Develop our media strategy jointly with LTF and NFTMO as described in the joint plan.
- e) Share common resources and good practice online.
- f) Continue to hold regular events.

Greg Robbins LFHC Secretary

Additional Comments:

1) Bunker Housing Co-op

Hi. Thanks to the generosity of LFHC, we at Bunker Co-op have reached the minimum loanstock required to proceed with our scheme to build two new affordable eco homes in Brighton. We are a non equity co-op for low income families and the loanstock was needed to bridge the 20% gap between the total project cost and the mortgage.

2) London Tenants Federation

It had been good to work with you all. Together we are stronger and it is great to be able to show that the tenant movement has such a diverse group of people.

3) Co-ops London

Housing policy is the most active and relevant policy area for the co-op movement at present and we are glad to be working with LFHC.

Finance Report

Our membership is slightly down this year and we need to find out if this is due to dissatisfaction with what LFHC has been doing or simply as a result of a more aggressive membership campaign by CCH which has impacted negatively on us. Regardless of that, LFHC has continued to make a small surplus.

There are some outstanding commitments to conference costs which were not transferred during the year and which have been allowed for this year, with a similar amount allowed for our conference this October.

The budget is presented, though clearly we are already half way through the year,

EXPECTED EXPENDITURE		2016	2017
PAID SUPPORT			
Wages and Salaries		3520	3,250
MEETING EXPENSES			
Exec	travel	150	0
	room hire	150	0
	refreshments	125	60
Forum	room hire	250	1000
	refreshments	150	500
	Speakers	100	100
Conference			
	fee	600	450
	travel	100	100
ADMINISTRATION EXPENSES			
	Insurance	350	350
	telephone/fax	0	0
	postage	175	175
	stationery and printing	125	125
	Affiliation fees	250	250
	Bank charges	55	75
	Equipment expenses	0	0
	Miscellaneous	150	225
LEGAL AND PROFESSIONAL FEES			
	Audit and accountancy	400	800
		6650	7460
EXPECTED SURPLUS (DEFICIT)		100.00	40.00

The London Federation of Housing Co-operatives Ltd

Report and Unaudited Accounts

31 December 2016

The London Federation of Housing Co-operatives Ltd
Financial statements
for the year ended 31 December 2016

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The London Federation of Housing Co-operatives Ltd Society Information

Committee of Management

M Allan
G Branch
M Denyer
J Elgey
S Mallaburn
C Murrell
M O'Sullivan
M Prigent
W Rimensberger
G Robbins
G Thomas

Accountants

K A Johnson
Chartered Accountants
The Annexe, Gable House
40 High Street
Rickmansworth
Hertfordshire
WD3 1ER

Bankers

Co-operative Bank plc
Ealing
14 New Broadway
London
W5 2XA

Management Services Provided by

Co-op Homes (South) Ltd

Registered office

8 Waldegrave Road
Teddington
Middlesex
TW11 8GT

Status

The society is a Registered Society
Registered number
IP27801R

The London Federation of Housing Co-operatives Ltd
Registered number: IP27801R

Board Report for the year ended 31 December 2016

The Committee of Management (Board) present their report and accounts for the year ended for the year ended 31 December 2016

Principal activities

The London Federation of Housing Co-operatives Ltd is a Housing Co-operative representing and promoting Co-operatives in London and the South East.

Review of the year

The Co-operative had a surplus for the year of £ 1278

Committee of Management

The following persons served as Members of the Committee of Management during the year:

M Allan
G Branch
M Denyer
J Elgey
S Mallaburn
C Murrell
M O'Sullivan
M Prigent
W Rimensberger
G Robbins
G Thomas

Signed on behalf of the Board on 3 June 2017

.....
M O'Sullivan
Member of the Board

The London Federation of Housing Co-operatives Ltd

Accountant's report to the members on the unaudited accounts of The London Federation of Housing Co-operatives Ltd

We report on the accounts for the year ended 31 December 2016 set out on pages 2-9.

Respective responsibilities of the committee of management and reporting accountant

The society's Committee of Management is responsible for the preparation of the accounts, and they consider that the society is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our procedures consisted of comparing the accounts with the books of account kept by the society and making such limited enquiries of the officers of the society as we considered necessary for the purpose of this report. These procedures provide the only assurance expressed in our opinion.

Opinion

In our opinion:

- the revenue account and balance sheet for the year ended 31 December 2016 are in agreement with the books of account kept by the society under section 75 of the Co-operative and Community Benefit Societies Act 2014;
- having regard only to, and on the basis of the information contained in the books of account, the revenue account and balance sheet comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- the society has satisfied the conditions for exemption from an audit of the accounts for the year ended 31 December 2016 specified in section 84 of the Co-operative and Community Benefit Societies Act 2014 and did not at any time within the year fall within any of the categories of society not entitled to such exemption.

K A Johnson
Chartered Accountants
The Annexe, Gable House
40 High Street
Rickmansworth
Hertfordshire
WD3 1ER

3 June 2017

The London Federation of Housing Co-operatives Ltd
Income and Expenditure Account
for the year ended 31 December 2016

	Notes	2016 £	2015 £
Turnover	2	7,150	9,110
Less: Operating costs	3	(5,885)	(5,894)
Operating surplus	3	<u>1,265</u>	<u>3,216</u>
Interest receivable and similar income	6	13	8
Surplus on ordinary activities before taxation		<u>1,278</u>	<u>3,224</u>
Tax on surplus on ordinary activities		-	-
Surplus for the year	11	<u>1,278</u>	<u>3,224</u>

The only recognised gain is the surplus for the year of £ 1278

There is no difference between the reported surplus for the year and historical cost surpluses or deficits.

The results relate wholly to continuing activities.

The annexed notes form part of these financial statements.

The London Federation of Housing Co-operatives Ltd
Balance Sheet
as at 31 December 2016

	Notes	2016 £	2015 £
Fixed assets			
Tangible assets	7	15	71
Current assets			
Debtors	8	1,070	1,635
Cash at bank		27,543	25,845
		<u>28,613</u>	<u>27,480</u>
Creditors: amounts falling due within one year	9	(1,958)	(2,159)
Net current assets		<u>26,655</u>	<u>25,321</u>
Net assets		<u>26,670</u>	<u>25,392</u>
Capital and reserves			
Share capital	10	1,420	1,420
Revenue reserves	11	25,250	23,972
Shareholders' funds		<u>26,670</u>	<u>25,392</u>

These financial statements were approved and authorised for issue by the Board.

On behalf of the Board

.....
M O'Sullivan
Member of the Board

.....
Name
Member of the Board

.....
G Robbins
Secretary

Approved by the board on 3 June 2017

The annexed notes form part of these financial statements.

The London Federation of Housing Co-operatives Ltd

for the year ended 31 December 2016

1 Accounting policies

The Co-operative is registered under the Co-operative and Community Benefit Societies Act 2014.

Basis of accounting

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 (applying the provisions of Section 1A for small entities) The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS102). The financial statements are also prepared under the requirements of the Co-operative and Community Benefit Societies Act 2014. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling, and rounded to the nearest £1.

Turnover

Turnover represents subscriptions.

Fixed assets and depreciation

Tangible fixed assets are stated at cost, less accumulated depreciation.

Depreciation is charged on a reducing balance basis at the following annual rates:

Office equipment	25%
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Taxation

The Committee members are of the opinion that, as a housing co-operative, the company is not liable to corporation tax on its trading surpluses. Corporation tax is however due on its investment income received.

Current taxation

Current tax is recognised in the income and expenditure account for the year, except to the extent that it is attributable to a gain or loss that has been recognised in the statement of total recognised surpluses and deficits in which case it is recognised in that statement.

Current tax is measured at the amounts expected to be paid (or recovered) and is only payable on interest received.

Deferred taxation

Deferred taxation is provided on the liability method to take account of timing differences between the treatment of certain items for accounts purposes and their treatment for tax purposes. Tax deferred or accelerated is accounted for in respect of all material timing differences.

The London Federation of Housing Co-operatives Ltd

for the year ended 31 December 2016

Note 1 - continued

Judgements and key sources of estimation uncertainty

The following judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

Categorisation of fixed assets

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have had a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

Useful lives of fixed assets

Recoverable amount of debtors

2 Turnover	2016	2015
	£	£
Subscriptions	<u>7,150</u>	<u>9,110</u>

3 Operating surplus	2016	2015
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	<u>56</u>	<u>56</u>

4 Directors' emoluments

The Board of Management received no expenses or remunerations in the year.

The London Federation of Housing Co-operatives Ltd

for the year ended 31 December 2016

5 Employee information	2016	2015
	£	£
The average number of persons employed during the year expressed in full time equivalents was:		
Admin staff	1	1
Staff costs (for the above person)		
Wages and salaries	3,120	3,780
	<u>3,120</u>	<u>3,780</u>
6 Interest receivable and similar income	2016	2015
	£	£
Interest receivable	13	8
	<u>13</u>	<u>8</u>
7 Tangible fixed assets		
		Office equipment
		£
Cost		
At 1 January 2016		4,934
At 31 December 2016		<u>4,934</u>
Depreciation		
At 1 January 2016		4,863
Charge for the year		56
At 31 December 2016		<u>4,919</u>
Net book value		
At 31 December 2016		<u>15</u>
At 31 December 2015		<u>71</u>
8 Debtors	2016	2015
	£	£
All receivable within one year		
Prepayments and accrued income	290	855
Other debtors	780	780
	<u>1,070</u>	<u>1,635</u>

The London Federation of Housing Co-operatives Ltd

for the year ended 31 December 2016

9 Creditors: amounts falling due within one year	2016 £	2015 £
Trade creditors	780	780
Accruals and other creditors	1,178	1,379
	<u>1,958</u>	<u>2,159</u>

10 Share capital	Nominal value	2016 Number	2016 £	2015 £
Ordinary shares	£10 each	142	<u>1,420</u>	<u>1,420</u>
	Nominal value	Number	£	
At 1 January 2016	£10 each	142	1,420	
Shares issued during the period:	£10 each	-	-	
Shares cancelled during the period:	£10 each	-	-	
At 31 December 2016	£10 each	142	<u>1,420</u>	

The shares have limited rights, membership only confers voting rights at general meetings, no entitlement to a dividend, not repayable and no participation in a winding up.

11 Reserves	2016 £
Income and Expenditure account	
At 1 January 2016	23,972
Surplus for the year	1,278
At 31 December 2016	<u>25,250</u>

12 Legislative provisions

The Co-operative is incorporated under the Co-operative and Community Benefit Societies Act 2014

The London Federation of Housing Co-operatives Ltd
Schedule to the Income and Expenditure Account
for the year ended 31 December 2016

	2016 £	2015 £
Income		
Subscriptions	7,150	9,110
Administrative expenses		
Employee Costs		
Wages and salaries	3,120	3,780
Other staff costs	68	81
	3,188	3,861
General administrative expenses		
Insurance	683	-
Conference and subscriptions	701	868
Room Hire	-	494
Bank & Giro charges	63	52
Depreciation	56	56
Office supplies	59	5
Postage	196	153
Sundry expenses	14	-
	1,772	1,628
Legal and professional costs		
Accountancy fees	625	405
Advertising and PR	300	-
	925	405
	5,885	5,894