

Annual
Report
1987-1988

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The Board

PATRON

The Anglican Archbishop of Melbourne
The Most Rev'd David Penman, BA, L Th, PhD

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Alison McClelland, MA, Dip Soc Stud, Senior Policy Officer (to Feb'88)
The Rev'd Andrew St John, LLB, STM, Th Schol, Vicar, Holy Trinity, Kew
Owen Taylor, Donated Goods Division Manager

Executive Director's Report

I am pleased to be able to report to all those who have supported the Brotherhood or who take a lively interest in our work that, once again, the past financial year has been one of considerable growth, change and consolidation. In that period some significant new initiatives were established, such as the Employment Development Unit for disadvantaged young people, the Open Employment Unit in place of Laurence Industries, formerly a sheltered workshop for people with intellectual disabilities, and St Laurence House in Newtown, Geelong, a day centre and respite care programme for the confused elderly. In addition, we have been funded by the Commonwealth to establish the Linkages programme at Geelong and Frankston in order to keep older people at home and out of institutional care for as long as possible. All these programmes testify to the fact that the Brotherhood has been able to keep alive the spirit of innovation in the midst of the financial difficulties which beset the whole welfare community.

Service innovation is not limited to new programmes and it should be remembered that existing programmes are always reviewing their work, refining their goals and setting out in new directions to better assist those who use the services. Accordingly, there has been a complete re-organisation of all our children's and family services in Fitzroy to focus even more directly on disadvantaged families and in a way that collaborates with other community agencies. With the growing concern about increased levels of child poverty in Australia it is of great importance that we continue to explore new ways and means of helping such families to use their resources effectively and to develop their full capacity.

The third area of important activity is to do with the upgrading of buildings. We have now completed a major rebuilding programme at the Carrum Downs settlement, which has brought the cottages up to community standards, and we have also completed a new venture at Fitzroy in conjunction with the Fitzroy

Community Health Centre, which has provided more adequate accommodation and office facilities for staff.

The year has also been a time of notable consolidation and expansion of the work of the Social Policy and Research Centre, which is reflected in a substantial number of well-received research and policy publications. They form the basis for welfare reform which has been of assistance to communities, welfare agencies and governments in setting policy objectives.

Another development has occurred in the area of human resource development, where greater emphasis has been placed on improving the capacity and skill of our staff so that they are better equipped to give the very best they can to the people they seek to serve.

All these initiatives carry with them significant financial implications and we have sought to address these by improving our ability to raise funds from the community, both through direct giving and through business ventures. The most important development over the past year was the purchase of the rag business, Winnipeg Textiles, which has improved our share of the second hand rag market.

In order to exercise a greater sense of stewardship over our resources we have sought to improve our internal accounting systems in order to obtain better information and to analyse financial trends. This is particularly important because the Brotherhood can be described as a cash business insofar as we depend almost entirely upon income from a range of uncertain sources year by year. Therefore the need to analyse changes in levels of income and expenditure is of particular importance. We entered the past financial year with a deficit of over \$200,000 and have also seen a substantial rundown in our cash reserves. The reason for this is partly because of the 1987 October share crash, partly because of capital works and partly because of the need to support our expanded welfare operations.

These matters all serve to illustrate the uncertain nature of finances of any non-government welfare organisation such as ours.

The other matter which I wish to report is that over the past five years the Brotherhood has been operating in a situation where our expenditure has exceeded income by two per cent each year. It is now important to arrest that situation in order to avoid any further rundown in our reserves. We have always worked on the assumption that money would be found if the cause was a right one and in the main this assumption has been correct. However, we have now got to the point where the imposition of tighter monetary controls is necessary, if we are to face the future with confidence and hope.

The obvious point that should be taken from this Annual Report is that the Brotherhood stands in need, as never before, of the community's financial support. May I take this opportunity to thank you for all you have done in the past.

My recent attendance at the World Congress of Philanthropic Trusts revealed clearly how there has been a world-wide shift from public sector to private sector funding and as taxation arrangements improve in favour of the individual and the corporation there is a commensurate responsibility laid upon them to assist in the provision of essential community services. The challenge in the time ahead will be an educative one in helping Australians to see that those who have financial resources have an obligation to assist those who have not, through organisations such as the Brotherhood of St Laurence.



Peter Hollingworth
Executive Director

METROPOLITAN DIVISION

AGED SERVICES

General

The demand for accommodation continues to be constant. Independent accommodation, particularly, is always keenly sought because of high market rents and the shortage of public housing.

Aged persons referred for hostel and nursing home accommodation tend to be both older and frailer than in previous years; this means that the residential care staff are constantly required to meet the needs of these residents. There are more residents with dementia than last year in our hostels and nursing homes.

The Advisory Service to individuals and their families continues to be extremely busy. Wherever possible, alternatives are found for requests

which cannot be met directly through Brotherhood services.

In the course of the year recreation students from the Footscray Institute of Technology worked in our hostels and provided stimulation and creative activities for residents. This is an area which needs further development, and perhaps staffing with appropriate workers. A student from the Social Work Department at Melbourne University also did a placement with the Division.

The following number of aged people were accommodated:

Hostels	83
Nursing Home	40
Independent Accommodation	70
Group Houses	7
Carinya Special Accommodation	4
	<hr/>
	204
	<hr/>

Federal Initiatives

As reported last year, the Commonwealth Government continues with its reorganisation of subsidies in the

residential sector.

The Care Aggregated Module was introduced, resulting in a more technical assessment of the residents of nursing homes to which nursing subsidies are paid. The Commonwealth also reviewed the scope and nature of its hostel programmes and made significant changes to the capital subsidy and to the provision of a programme for residents, described as "special needs".

Alongside changes to both nursing homes and hostels the Commonwealth developed Outcome Standards, more commonly known as Quality of Life objectives, for nursing home and hostel residents. All organisations are required to meet these Quality of Life objectives, which are linked to some subsidies. The Commonwealth initiative entailed an enormous amount of time being spent in responding to the proposals in the form of reports, seminars and workshops.



Keble Court, 30 units in Brunswick for the low-income aged.

Joint Project with Hanover

The Brotherhood entered into a joint venture with the Hanover organisation to provide special hostel services for frail homeless aged people initially located at Gordon House in South Melbourne. Preliminary plans are under way to secure suitable sites or properties which can be used to house this group of older people, who would otherwise not receive hostel services. Subsidies for capital developments have been approved, but community funds are needed urgently to secure suitable sites. This is an exciting venture and both organisations have entered into a spirit of great co-operation to ensure the venture succeeds.

Community Work

Staff in the Division again participated widely with local and state organisations, providing services for aged people. Community services staff were active in the Rooming House Co-operative, which services Fitzroy, Richmond and Collingwood and contributed extensively to the work of the Voluntary Care Association.

In the course of the year staff attended workshops, seminars and a variety of forums which contributed to their professional development.

COOLIBAH DAY CENTRE

The Coolibah Day Centre provides integrated services and support for ageing and disabled people living in and around Fitzroy. The objective of the Centre is to demonstrate a commitment to change for these people. The Coolibah was originally intended as a place of shelter and

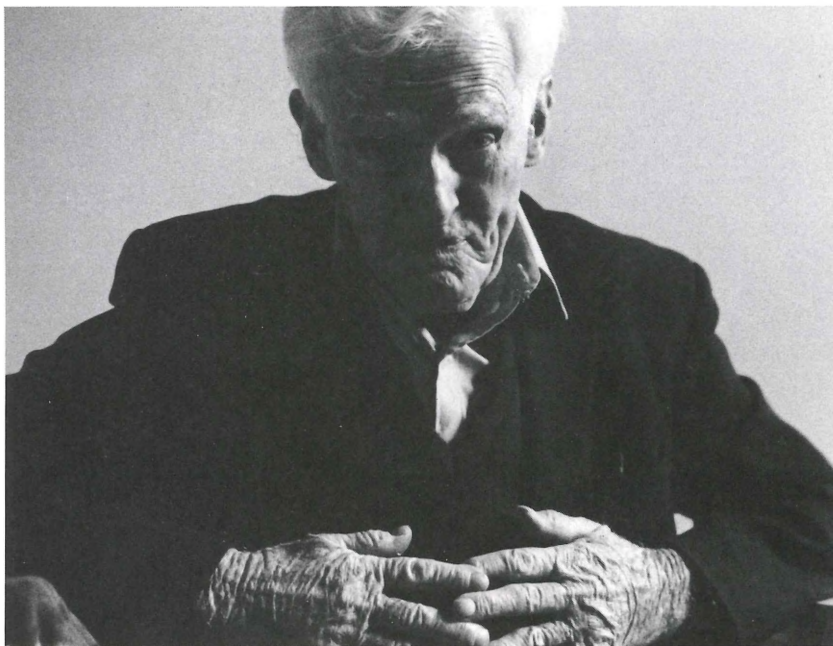
companionship, an alternative to the streets and rooms into which pensioners were forced through low incomes. Now, 40 years after the Coolibah was first opened, the majority of people see companionship as one of the most important aspects of the Centre. Of the 29 new referrals over this 12 month period, 24 have identified social contact as their main reason for attending. Total membership remains at 200.

With increasing frailty in the community, the role of the Day Centre needs to be seen in the context of the wider community. Services need to be provided in this context and must target the needs of the individual.

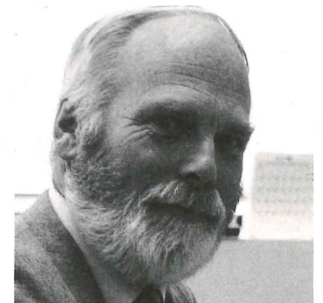
MATERIAL AID SERVICE

For the past twelve months the Material Aid Service in Fitzroy has continued to provide a much needed support to the many people living in the inner urban area of Melbourne who are attempting to manage on a low income. Their income is derived from pensions, benefits, low wages or the student allowance. The people range in age from new babies to advanced years and originate from all parts of the world. The various household situations include one and two parent families, group living and those on their own.

The service provides free second-hand basic furniture, clothing and household items, such as linen, blankets, curtains and cooking utensils, all of which are generously donated by the public. A small shop is also operated which is stocked with low-cost new goods as an alternative to the second-hand items available. Other services include a weekly shopping trip to the Victoria Market, free Christmas gifts for children and an inexpensive bric-a-brac sale once a fortnight. All these services are aimed at helping people make their limited money stretch as far as possible with particular emphasis on choice and dignity.



Jack Smith, 91, resident in Millott House, has been attending the Coolibah Day Centre for 7 years.



John Wise, Director of Community Services.

EMPLOYMENT DEVELOPMENT UNIT

The Employment Development Unit was set up two years ago to help find jobs for disadvantaged youth and people with intellectual handicaps.

The Department of Employment, Education and Training contracted with EDU to write and develop a Curriculum and Resource Package for Traineeship Access Courses. This package will be used when the courses are implemented nationally during the second half of 1988. The curriculum has resulted in requests for consultation with numerous training bodies to provide advice on access programmes both interstate and within Victoria.

EDU ran a clerical Traineeship Access Course (TAC) for five disadvantaged young people who then took up Australian Traineeships with the Brotherhood of St Laurence. These trainees will complete their traineeships in October and will be assisted by EDU staff in finding positions outside the Brotherhood.

A second TAC has been conducted for ten young people seeking clerical traineeships. The Brotherhood has involved government and private employers in providing the work experience component to these trainees. As well the unit has worked in close co-operation with the Youth Guarantee Secretariat to ensure placement at course end.

In co-operation with other community sector agencies, EDU has produced an issues paper outlining strategies to improve access to and equity within the Traineeship System for Disadvantaged Young People. Resulting from this work EDU has participated in both National and State forums to establish mechanisms for the entry into traineeships and training generally of people disadvantaged in the labour market.

EDU has been involved in consultations for the National Advisory Group on Local Employment Initiatives (NAGLEI) and in conjunction with the Youth Affairs Council of Victoria

and the Victorian Council of Social Services run a seminar for NAGLEI for the community sector. EDU has also been involved in ongoing discussions with agencies working with youth in the Fitzroy area to develop ideas for employment generation.

OPEN EMPLOYMENT UNIT

When the Board decision was made that Laurence Industries should no longer be a Sheltered Workshop, the Open Employment Unit was created, to assist the former Laurence Industries' sheltered workers become established either in other jobs or in further training.

Funding for the Open Employment Unit has come from the Commonwealth Department of Community Services and Health, which has allocated \$16,000 as an establishment grant for the purpose of operating equipment and a further \$80,000 grant for operating costs.

The initial task of the two Open Employment Unit officers was to find appropriate places for the sheltered employees and facilitate their success in their new roles. Two have been retained as regular members of the workforce in the Paper Recycling Division, one has been assisted in retirement, three have opted to go to other Sheltered Workshops to increase their work and social skills and four have achieved open employment in the regular workforce. Practical support for all former Laurence Industries employees will be continued until it is no longer needed.

The media has given favourable coverage to the Open Employment initiative. Leaflets advertising the scheme have been printed, one aimed at employers and the other at service users, and posters advertising the preparedness of the Open Employment Unit to help all intellectually disadvantaged people find regular work have been distributed in the suburbs.



Lindsey Nelson, EDU Trainee Supervisor (seated left) with the Brotherhood's first Traineeship Access Students: Paul Lia, Angelo Christopoulos (rear), Mellissa Edwards and Stacey Harris (front).

Referrals are coming in, now that publicity has spread and support networks established with other employment trainers. The Open Employment Unit is providing an employment orientation programme, finding appropriate employment for clients, working with them until they have mastered the job and providing a support service thereafter.

FAMILY SUPPORT SERVICE

1987/88 has seen the consolidation of Family Support Service provision by the Brotherhood into two service areas, Napier Street Cottage Child Care Centre and Napier Street Family Centre.

Napier Street Cottage has increased its hours and the number of places available to children in the area. The staff are also developing a style of programme which assists children from particularly disadvantaged families living in Fitzroy. This includes a high staff-child ratio, outings for the children, culturally

relevant meals and activities as well as yoga and creative movement for children.

The programme in the Cottage also includes the new role of Children's Services Officer. It is the responsibility of this worker to develop programmes which assist children who are experiencing developmental delays. Children living in poverty often experience such delays as a result of poor diet, hygiene and inadequate living conditions. Therefore, the programme in the Cottage is geared towards helping children walk, talk and play in the usual way.

The Napier Street Family Centre is really a new service and is staffed by a Family Worker and an Activities Worker. The main aim of the service is to assist low income families in the inner urban region to establish strong and positive social networks.

The workers in the Family Centre organise activities which bring people together to form lasting support networks which go beyond "depending" on the centre. The activities include day outings, a drop-in centre, classes in cooking, yoga and literacy and so on. The workers also give individual support and assistance to people who use the centre.

The Family Worker provides a service to both the Cottage and the Family Centre. This includes individual support, facilitating parenting groups, advocacy work and involvement in instances of child maltreatment and neglect.

In 1987 the Family Services Development Unit was established. This is a unit of the Community Services Department which is responsible for the overall management of existing services. It also has a responsibility for the development and implementation of family services within the Brotherhood, as well as involvement in current policies in the area of children and families. The unit is staffed by a Co-ordinator and secretary.



Donna Ward, Co-ordinator of the Family Support Service.

PENINSULA DIVISION

G.K.TUCKER SETTLEMENT

The building of 22 new cottages and upgrading of older fibro cottages has finally been completed, allowing the Brotherhood to offer a high standard of accommodation at the Settlement.

Approx 200 older people now live at the Settlement - over 150 in cottages and 50 at the Cox/Collins Court Hostel.

The Settlement has an active Residents' Committee which contributes to policy-making and planning and raises issues of concern to members of the community.

An interesting new development is the Community Centre which is providing a range of interests and activities to residents and members of the

surrounding community. Activities include a playgroup, radio club, exercise and relaxation, various crafts and cooking classes. In addition, there are many resident organised activities and outings.

The residents' Activity Centre has been refurbished and is now a pleasant informal meeting place. It is part of the hall complex that was completely re-roofed during the year.

COX/COLLINS COURT HOSTEL

All rooms have now been painted and offer comfortable accommodation. The dining room has also been painted and carpeted and offers a warm and friendly atmosphere for residents at the Hostel.

The Day Activities programme at Cox Court has proved to be most popular and is likely to be expanded from three to five days a week.

THE BANKSIA CENTRE

This new project of a day centre for frail elderly people has been slow to start due to delays in funding. However, work has now been completed in converting the Brotherhood's house at 12 Ingles Street, Frankston. The project has a community based Committee of Management representing Frankston Council, Royal District Nursing Service, the Mt. Eliza Centre, Senior Citizens' Centres and the Brotherhood.



Mrs Lillian Hoy, one of the residents who enjoys the company of local pre-school children at the G.K. Tucker Settlement's Community Centre.



A comprehensive library, including a large print section, is run by the residents of Carrum Downs.

WESTERN PORT MATERIAL AID SERVICE

The Western Port Material Aid Service is used by over 400 people a month and this number would be higher if sufficient stock were available.

Maintaining a continuous supply is difficult. It is hoped in the future that a 'new goods service' can be introduced to sell to people at cost price basic needs such as school shoes, bedding, woollens and kitchen utensils.

SETTLEMENT PRIVATE HOSPITAL

The Settlement Private Hospital has been busy throughout the year providing care when needed to residents and also many patients from the wider community in the region. The small friendly 12 bed acute care hospital is particularly suited to convalescence and rehabilitation, as well as offering some family relief.

BROUGHTON NURSING HOME

Students of Nursing from Chisholm Institute (Frankston Campus) have gained experience in their clinical practice in extended care at Broughton. Under guidance and supervision from a clinical nurse/teacher the students have been able to assist residents with selected nursing care activities, within the concepts of normalisation for

individuals with sensor-motor impairment.

Quality of Life Standards have been adopted by Broughton staff with enthusiasm. Changes introduced at Broughton over the past two years according to the principles of normalisation are well-accepted by staff, residents, families and visitors.

With the present resources and limitations of the existing building our optimum level has been reached.

Constant change occurs as we meet the individual residents' needs and we constantly strive to achieve privacy, dignity and independence.



Therapy is made enjoyable in the Activities Room of the Settlement Private Hospital.



Local school children share projects with residents in the Day Activities Centre.

GEELONG DIVISION

St Laurence Park complex keeps a fairly constant resident population of 233 persons in the cottages, flats, hostel and nursing home which makes up the accommodation available.

The mix of people also tends to remain in the vicinity of:

individual males	34
individual females	114
married couples	44

During the 12 months, July '87 to June '88, we had 37 persons coming into the complex to take up residence and there were 14 internal transfers of residents from one type of St Laurence Park accommodation to another.

The only alteration that has taken place with regard to accommodation facilities is the conversion of the men's ward of the former nursing unit in Tucker Court into a flat suitable for the accommodation of a married couple, an increase of one unit.

The Eric Hart Activities Centre continues to be fully utilised with an average daily attendance from within our complex and the general community of 55 persons.

ST LAURENCE HOUSE

St Laurence House commenced operations in February 1988 after a protracted delay of two years owing to problems associated with obtaining a planning permit to have such a service in a general residential area. St Laurence House is situated in the City of Newtown, Geelong, and is a day care centre and weekend overnight respite care centre for confused older people and their carers.

The service operates in a large normal residential dwelling that has not been institutionalised in any way and caters for up to ten people during day care and for up to six people for overnight weekend respite care.

The service was established in an effort to assist those people who are constantly caring for a confused older person by allowing them some place which offers quality care and activities for them to leave the cared for person while they have some relief, be it just for a few hours, some days or a weekend.

Geelong Council for St Laurence Park and staff were delighted to host a visit to St Laurence House by the Governor of Victoria, Dr Davis McCaughey and Mrs. McCaughey, on 22nd March 1988.

The official opening of St Laurence House by Bishop Peter Hollingworth, Executive Director of the B.S.L. and Bishop of the Inner City, took place on 29th March 1988.



Mary Hohner, resident at St Laurence Park, migrated from Scotland in 1951



St Laurence House, caring for the victims of Alzheimer's Disease.

NURSING HOMES AND HOSTELS

Of significant importance over the past two years has been the establishment and implementation of the revised funding arrangements in particular for nursing homes, linked in with quality of life and standards of care.

There are three main components in the funding arrangements. Standard Aggregate Module is the funding system designed to provide a standard grant for the non-nursing and personal care (infrastructure) costs of running a nursing home; Care Aggregate Module is the funding system designed to cover the costs associated with providing nursing and personal care services to nursing home residents based on hours allocated under five categories of care; and the Resident Classification Instrument (R.C.I.) is the application form used to classify residents into one of five service need categories.

The general principle of these new arrangements appears adequate at this present time. However, workability will depend on the validity of the resident classification instrument as a measurement tool to classify service needs of residents into one of the five categories. The R.C.I. will need to be placed under close scrutiny over the next 12 months as it is intended to be reviewed at the end of this period.

LINKAGES

In October/November 1987 the Brotherhood of St Laurence received an invitation from Community Services Victoria and the Department of Community Services and Health to play a leading role in one of four pilot projects for Victoria. The Brotherhood decided to be involved in the pilot projects at both the Geelong and Peninsula regions.

The Geelong region three year pilot project will aim to set up a model of service packages aimed at the prevention of premature or inappropriate use of long term institutional care by confused older people. These people are faced with the prospect of entering a nursing home, hostel or other institution, even though they could remain in the community with some basic support at home. The Barwon project is to support confused older people and their carers.

An integral part of the three year pilot project will be to ascertain just what type of domiciliary service mix is appropriate and necessary to maintain confused older people in residence in the community and what the actual costs of such services are.

It will also be necessary to take a fully comprehensive and combined approach to the project by those organisations currently supplying community based services, such as local government, district nursing, government departments, voluntary and charitable organisations and the like.

The Brotherhood of St Laurence, Geelong Division, as the auspice agency for the Barwon region, will play a leading role in the bringing together of current and potential service providers to establish protocols and mechanisms for how this programme can be designed and put into operation.



St Laurence Park resident, the Revd Cyril Nunn, illustrating a book written by the members of the University of the Third Age.

SOCIAL POLICY AND RESEARCH

The year began in a community climate unfavourable towards disadvantaged people. Public attitudes seemed to favour public displays of affluence while Federal Government cuts in Budget expenditure hurt vulnerable groups, particularly the young unemployed and homeless, and single parents. It was a difficult time for disadvantaged people and there seemed little interest in helping the 20% of the nation's children who are living in poverty, the 8% of the population who are unemployed and the 30,000 - 50,000 homeless.

Over the year, however, there have been some changes and the year ended with grounds for optimism, as government and the community acknowledged the need to reassess responsibility for those in poverty.

First, the Prime Minister's pledge to abolish child poverty and the subsequent introduction of the Family Assistance Package in December 1987 was particularly pleasing: the implementation of these measures, recommended by the Brotherhood since 1983, now assist hundreds of thousands of vulnerable families. Second, the Brotherhood's advocacy for the unemployed continued, with advice to the Federal Government about the \$6 billion annual costs of unemployment and discussions for programmes to assist the long term unemployed.

The research and policy staff have had a busy year. In the area of child poverty, the Income and Expenditure Study — an analysis of the household economy of 50 families — was concluded, along with a related project on the difficulties low income parents have in keeping their children in secondary school. Also completed were projects on the relation between child poverty and child abuse; the proposed child support maintenance system and the difficulties of single parents with pre-school children and children

at school. The Brotherhood responded to the Federal Government Social Security Review with detailed recommendations.

In the employment area, work on affirmative employment was concluded and a working party on training in the social and community services sector was sponsored. As well, our studies were furthered on employment innovations — the BSL traineeship scheme for disadvantaged young people and the Microenergy job creation and training scheme for young women.

Work in housing was undertaken in conjunction with other groups. A review of aspects of the Commonwealth State Housing agreement was carried out for Shelter. Jan Carter's appointment as a Commissioner to the National Inquiry into homeless children and young people by the Human Rights and Equal Opportunities Commission complemented Bishop Peter Hollingworth's term as National Chairman of the International Year of Shelter for the Homeless.

Submissions to the Federal Government continued to be made on the need for improved policies and action for disadvantaged Australians through the Economic Planning Advisory Council, for the May Economic Statement and Federal Budget.

During the year a publishing officer was appointed. The following reports and monographs were published during 1987/8, in three series. "Policy in Practice", "Research for Action" and "Brotherhood Comment".

- "Hard Labour: Sole Parents and Social Security". Meg Montague and Alison McClelland.
- "Living with Uncertainty — a Strategy for the 1988-89 Federal Government Budget".
- "Brotherhood Comment: Sole Parents and the 1987 Amendments to the Social Security Act". Jenny Trethewey and Helen Morris.
- "Shared House, Private Life — Shared Housing for Older People". Justin McDermott and Leonard Peady.



Jan Carter, Director of the Social Policy and Research Centre

"A Fair Chance in Education - Education Allowance for Low Income Families". Veronica Sheen.

"Unemployment: the Economic and Social Costs". Daryl Dixon.

"Mandatory Reporting and Child Abuse". Jan Carter, Olga Burston, Frances Floyd and Jan Stewart.

Each report had extensive media coverage, especially in most Australian metropolitan dailies. On average, each report receives 12-15 media spots, mostly in print and radio. Spurred on by the publicity, the information service provided by the Library continued to show strong demand and the Library staffing had to be augmented.

The BSL library has a unique and valuable collection of material on poverty and associated issues. This specialised collection includes approximately 5000 books and reports, 180 periodical titles, statistics and files on areas of interest to the Brotherhood.

Set up in 1974 to service the information needs of the Social Policy and Research Centre, the library now services the entire organisation. It is also accessible to the community at large for reference and information on issues of disadvantage: from July 1987 to June 1988 the library handled visits and information enquiries from 380 non-BSL users. In addition, loans were made to other Australian libraries via the Australian Inter-library loan network.

We have been helped by brief visits from Professor Adrian Sinfield (Edinburgh University), Professor David Piachaud (London School of Economics), Professor Eric Sainsbury (Sheffield University) and Professor Patricia Harris (Murdoch University). Honorary support from Professor Ronald Henderson and Dr Veronica Brady has been welcome and helpful. In addition, our own staff have been augmented and assisted by part time external staff and consultants, some of whom are former Brotherhood staff. They have brought a wealth of experience and ideas.

Of those staff who left the Brotherhood, the services of Justin McDermott, Senior Research Officer, and Alison McClelland, Senior Policy Officer, need to be acknowledged. Alison McClelland accomplished valued work in the areas of economic policy and taxation and was the first staff elected representative on the Board. It has been a year of staff changes, new developments, some failures and cheering successes in the extension of social justice.

SUPPORT FOR OTHER GROUPS

The Brotherhood has a policy of providing financial support for a number of other organisations and groups when funds are available. They may provide critical services or be involved in innovative projects of various kinds, and have difficulty in raising the required funds themselves.

For many smaller groups, valuable resources can be used in trying to secure their own funding, and yet it is important that they stay independent, often the success of their work depending on that independence.

The Brotherhood's own services are sometimes deliberately limited so that this support can be provided, as many of these groups are working directly with the most disadvantaged people in our community and it is considered appropriate that they continue to do this.

This year major grants were given to the Fitzroy and ARC Credit Society, The Action and Resource Centre, St Marks Community Centre, Ecumenical Migration Centre, Australian Council on the Ageing, Victorian Council of Social Service, Hanover Welfare Services, Fitzroy Community Youth Council, Commonground Co-operative Ltd.



Jenny Trethewey, Research Officer.



Bruce Prosser, Senior Policy Officer.

VOLUNTEERS

Over a thousand volunteers help the Brotherhood maintain its programmes.

Some volunteers give their time and skills to the fundraising auxiliaries, which organise fundraising activities for the Brotherhood in the metropolitan area, on the Peninsula and in Geelong. At St Laurence Park, Lara, volunteer residents raised \$14,448 at the last Annual Fair and are presently organising their twenty-first Fair on 22 October 1988. At the G.K. Tucker Settlement, in Carrum Downs, volunteers raise funds for resident facilities at the Settlement, for the Nursing Home, Broughton, and for the disadvantaged in the wider world.

The greatest number of volunteers work in our shops, the success of which is dependent on customer relations and on volunteers' ability to encourage local communities to support the Brotherhood.

Service volunteers undertake a wide range of activities throughout the Brotherhood. They work for the low-income public in our Material Aid Centres, they give practical help in our hospitals and nursing homes and they assist management with typing, computing and clerical duties.

The Brotherhood's longest serving volunteers have been invited by the Governor of Victoria, Dr Davis McCaughey, to a Garden Party at Government House on 30th November. This tribute is being made on Volunteer Recognition Day, to acknowledge the invaluable contribution volunteers make to welfare throughout Victoria.

AUXILIARIES AND RETAIL SHOPS

This has been a very successful year for the auxiliaries and shops, some of which obtain their stock direct from the public while others obtain stock from the Donated Goods Division.

In the metropolitan area, \$274,081 was contributed by the auxiliary shops, run entirely by volunteers; \$291,004 by the three retail shops, run by paid staff assisted by volunteers; and \$17,196 by the nine fundraising auxiliaries.

At Lara, the Flinders Lodge Auxiliary continues to assist in the nursing home, providing residents with comforts. Homemade goods sold by a committed band of workers are sold in the St Laurence Park shops to raise funds for the community.

New shopping complexes in Geelong at Corio Village, Market Square and Bay City Plaza have had the effect of taking shoppers from some fringe areas where Brotherhood shops are located, so the city shop has been moved to a new location nearer to the commercial centre. The Lara Shop Auxiliary raised \$8,758 and the Geelong Donated Goods Division made a profit of \$96,092.

In the Peninsula region in March 1988, fundraising groups presented the Brotherhood with a cheque for

\$16,000. The six shops run by the Peninsula Donated Goods Division made a profit of \$306,152.

PAPER RECYCLING DIVISION

On 1 July 1988, Laurence Industries Sheltered Workshop ceased to exist and responsibility for the disabled employees was transferred to the Open Employment Unit.

The Paper Recycling Division has now been created at the 68 Albert Street, Preston address and will serve as an income-generating arm of the Brotherhood of St Laurence.

As well as undertaking the traditional household newspaper collections, the Division will concentrate on all facets of recycling associated with the paper industry, including shredded paper for packaging, confidential document destruction and a recovery service for paper manufacturers.



Brian Manuel, Manager of the Paper Recycling Division, demonstrating his new shredding service for confidential documents.

COMMUNICATIONS

The new Communications Department assumes responsibility for the public image of the Brotherhood, fund raising and the marketing of Brotherhood programmes.

The public relations demands made on the Brotherhood are great, be they from the public requiring information or from organisations wanting welfare displays. Publications include a quarterly journal, "Action", which is mailed to over 8000 donors, and a bi-monthly in-house newsletter.

Publicity about Social Policy and Research publications and major projects undertaken by the Brotherhood is distributed to the media.

Fundraising being increasingly competitive, the Brotherhood is taking a more systematic approach, without compromising the dignity of our clients or the integrity of the Brotherhood. The generosity of our donors who remember the Brotherhood in their will or who respond with donations to "Action" or our May and Christmas Appeal letters remains a major source of income. We are also undertaking marketing campaigns for the business arms of the Brotherhood, the Donated Goods Division and the Paper Recycling Division.

Education, especially in secondary schools, has been a major drive. In the last six months, 42 schools and nearly 3000 students have been addressed on social justice issues. Curriculum material has been distributed to secondary students and is being devised for inclusion in primary school and tertiary curricula.

DONATED GOODS

The year has seen many changes in the operation of this division and a number of major problems addressed.

The Brotherhood relies on donations of clothing to our green bins throughout Melbourne and the Regions to supply Material Aid and Brotherhood shops, so we increased our advertising when some months ago 200 bins bearing the name of a charity but in fact owned and operated by a private rag merchant were put out in many areas alongside our bins. In addition, two reputable charities who operate bins increased their number of bins by about 200. The increased competition has reduced Brotherhood intake of clothing and is likely to continue to do so. It is important that donors distinguish between clothing bins and, if they wish to help the Brotherhood, make sure their goods go in the green bin,

In October 1987 the Brotherhood acquired Winnipeg Textiles which was a Melbourne company exporting second hand clothing and rag for recycling. Most of Winnipeg's employees transferred to the Brotherhood and the business has been integrated into our operation at Coolaroo. The result has been that our annual throughput of goods will increase from 4000 tonnes to 7500 tonnes. This will make the Brotherhood operation by far the largest of its type in Australia.

The gradual rise in value of the Australian dollar during the year has worked against our exports by forcing up the price of our product.

The Peninsula division accepted with regret the resignation of its manager, Mrs Norma Eastwood, under whose leadership the operation has grown so successfully. Plans are underway to reorganise the collection and sorting process and to amalgamate with the Coolaroo store for efficient handling.

Despite all this and thanks to the excellent work of staff and management and the continued support of the public, it is confidently expected that the 1988/89 year will produce a good profit to help maintain the welfare services of the Brotherhood.

Results for the past year:

Donated Goods Division Melbourne	\$504,840
Donated Goods Division Peninsula	\$306,152
Donated Goods Division Geelong	\$96,092
	<hr/>
	\$907,084

DONATIONS

A significant proportion of the Brotherhood's funds continues to be provided by our friends and supporters who give so generously to the Brotherhood's work through our annual and ongoing appeals or who have left bequests in their wills. In 1987/88 a total of \$1,990,554 was received in this way. A further \$851,848 of funds given for specific purposes were utilised during the year - particularly for the completion of the construction and upgrading programme at the G.K. Tucker Settlement at Carrum Downs and for the Youth Traineeship Programme.

All charitable organisations are facing heavy competition in their fund raising activities as they attempt to finance expanded services and to meet the costs of existing ones. The Brotherhood is no different in this regard, so as we seek to fulfill our obligations in working for better opportunities for disadvantaged people, we remain most grateful to all who have so generously contributed to this work.



Owen Taylor, Manager of the Donated Goods Division.



Thelma Tuxen, Manager of the Auxiliaries and Retail Division.

HUMAN RESOURCES SENIOR STAFF

This past year has been one of significant growth in the size and scope of the Human Resources Department.

The first appointment has been an internal transfer to centralise the management of Workcare and industrial relations. Support is now available to line management to assist in preventing Workcare claims, monitoring subsequent claims and assisting rehabilitees into re-employment. The Human Resources Department's continuing aim is to assist in reducing the cost of claims and to minimise injury to staff.

The Human Resources Manual, which was originally drafted in 1980, has been introduced into all areas of the Brotherhood. This manual is being used as a tool to assist management in carrying out the personnel aspects of their function. We now have policies and processes in place for Recruitment, Selection, Employment and Development of all staff.

Centralised employment support is in place for work units in the Metropolitan Region, with an advisory role to the Peninsula and Geelong Regions.

In May 1988 a Staff Development Officer was appointed to assist in improving job performance and maximising individual potential. Initial tasks have included support to a project team seeking to successfully implement standards aimed at improving the quality of life for our residents. Consultation is being offered to identify training needs related to new office technology being introduced into the Brotherhood.

Executive Director:

The Rt Rev'd Peter Hollingworth, AO, OBE, PBE, MA, Hon LLD (Monash)
Dip Soc Studs. ThL

ADMINISTRATION AND FINANCE

Director: William Ford, FASA, CPA
Group Accountant: Bruce Ellis, BCA, FCIS, ACA(NZ)
Accountant: Joseph Milici, B Bus
Manager Paper Recycling Division: Brian Manuell
Manager Human Resources: Faith Godefroy, Dip Welf Studs, IPMA
Officer Industrial Relations & Workcare: Anne Hardy, BA (Hons)
Officer Staff Development: Jane Jenkins, BA (Hons) AASW, AITD

COMMUNITY SERVICES

Director: John Wise, M Soc Wk, Dip Tech, Dip Theol

METROPOLITAN

Manager Aged Services: John Crisp, BA, Dip Soc Studs
Coordinator Employment Development Unit: Ian Brain, Dip Youth Wk
Coordinator Coolibah Day Centre: Sally Ryan, RPN
Coordinator Family Support Services: Donna Ward, BA, B Soc Wk
Coordinator Material Aid Service: Mary D'Aprano

GEELONG

Regional Manager: Graeme Bound
Co-ordinator St Laurence Park Eric Hart Activities Centre: Margaret Mitchell, SRN
Director of Nursing Flinders Lodge Nursing Home: Valerie Hayes, SRN
Supervisor Hume Court Hostel for Frail Aged: Fay Boyd, SEN
Supervisor St Laurence House: Ann Cotterell, SRN
Administrative Officer: Brian McMahon

PENINSULA

Regional Manager: Adrian Harris
Director of Nursing Broughton Nursing Home: Patricia Adam, SRN
Supervisor Cox and Collins Court Hostel: Rachel Carson, SEN
Director of Nursing Settlement Private Hospital: Robyn Pendlebury, SRN
Co-ordinator Material Aid Service: Robyn Souter
Administrative Officer: Brian Brandenburg

DONATED GOODS

General Manager Metropolitan Division: Owen Taylor
Manager Geelong Division: John Beasant
Manager Peninsula Division: Norma Eastwood

AUXILIARIES AND RETAIL DIVISION

Manager: Thelma Tuxen

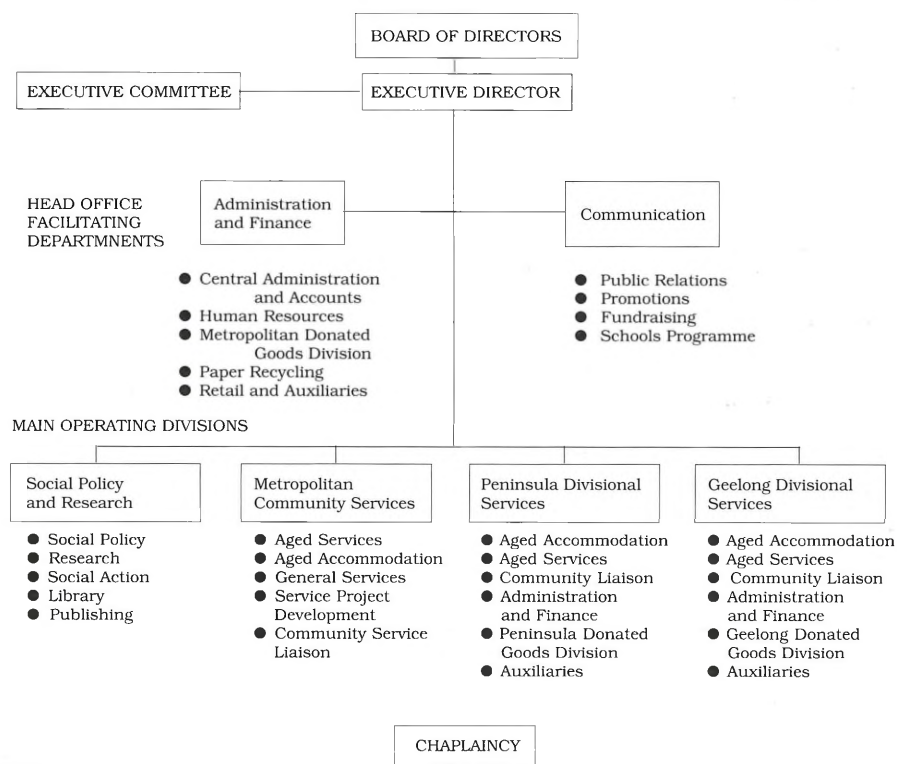
COMMUNICATIONS

Manager: Meegan Pannu, BA, (Hons) Dip Ed, MACE
Fundraising: Graeme Orr, Dip Bus Admin
Education: Basil Varghese, BA, Dip Soc Wk
Public Relations: Caroline Steele, BA, Dip Journalism

SOCIAL POLICY AND RESEARCH

Director: Jan Carter, M Sc (Econ), BA, Dip Soc Studs
Principal Policy Officer: Bruce Prosser, BA (Soc Sc)
Senior Research Officer: Janet Taylor, MA (Sociol) BA, Dip, Soc Studs
Senior Policy Officer: Kate Dempsey, BA (Psych), Dip Ed, Dip Comm & Info Studs
Publishing Officer: Michael Schoo, BA, Dip Ed

ORGANISATIONAL CHART



Sally Ryan, Coolibah Day Centre Co-ordinator.



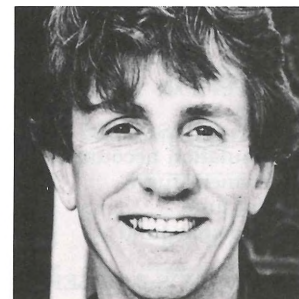
John Crisp, Metropolitan Aged Services Manager.

STAFF AT JUNE, 1988

Staff	Metropolitan	Geelong Peninsula	Total
Administration	17	7	31
Business ventures	132	16	165
Direct Welfare	130	94	330
Communications	4	-	4
Maintenance	6	8	22
Social Policy and Research	18	-	18
Full time, part time and casual	307	125	570
Total equivalent full-time approx.	255	73	398



Anne Hardy, Industrial Relations and Workcare Officer.



Fr. Ross Mc Auley, Chaplain to the Brotherhood.



Faith Godefroy, Human Resources Manager.

BALANCE SHEET as at 30 June, 1988

	NOTES	1988 \$	1987 \$
CURRENT ASSETS			
Cash on hand and at bank		251,898	113,788
Cash on deposit		201,000	307,270
Trade debtors		1,681,586	
Provision for doubtful debts	2	(30,000)	
		<u>1,651,586</u>	726,493
Other Debtors		519,160	427,257
Loans	3	31,000	40
Stock on hand	4	908,556	440,635
		<u>3,563,200</u>	<u>2,015,483</u>
NON-CURRENT ASSETS			
Loans	3	120,000	—
INVESTMENTS	5	1,573,223	3,648,466
GOODWILL	6	345,000	—
FIXED ASSETS			
Used in providing direct welfare services	7	11,188,276	10,257,935
Other		992,843	990,061
		<u>12,181,119</u>	<u>11,247,996</u>
TOTAL ASSETS		<u>17,782,54</u>	<u>16,911,945</u>
CURRENT LIABILITIES & PROVISIONS			
Trade and other creditors		1,180,205	1,063,769
Trust funds	8	168,885	229,649
Accrued employee entitlements	9	1,158,374	930,244
Specified donations account	10	969,242	722,457
Provision for major maintenance	11	507,110	726,100
		<u>3,983,816</u>	<u>3,672,219</u>
DEDEFERRED LIABILITIES			
Accrued employee entitlements	9	317,816	284,171
Specified donations account	10	979,306	1,242,332
Provision for major maintenance	11	470,589	387,200
Creditors		—	20,421
		<u>1,767,711</u>	<u>1,934,124</u>
TOTAL LIABILITIES		<u>5,751,527</u>	<u>5,606,343</u>
NET ASSETS		<u>12,031,01</u>	<u>11,305,602</u>
FUNDS & RESERVES			
Accumulation account	12	(559,517)	(356,373)
Endowment fund	14	25,800	25,800
Capital fund	15	12,181,119	11,247,996
Development fund	16	383,613	388,179
TOTAL FUNDS & RESERVES		<u>12,031,015</u>	<u>11,305,602</u>

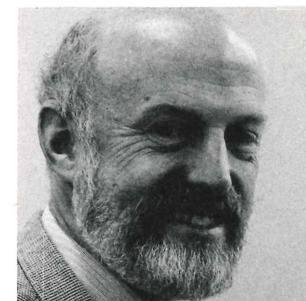
The accompanying notes form an integral part of these statements

INCOME AND EXPENDITURE ACCOUNT

For the Year Ended 30 June, 1988

	NOTES	1988 \$	1987 \$
INCOME			
Fees for accommodation and services		3,286,478	2,715,935
Net sales of paper and publications		371,560	269,517
Donations		541,856	774,537
Legacies		1,448,698	981,026
Specified donations and legacies utilised	10	851,848	388,485
Net investment income		268,818	319,684
Net income - donated goods divisions	17	562,084	626,533
Net income - metropolitan retail division		279,503	254,811
Auxiliaries and residents fundraising		297,104	291,534
Government statutory subsidies	18	3,231,404	2,987,248
Government discretionary grants		79,161	8,161
		11,218,514	9,617,471
EXPENDITURE			
Metropolitan Division			
Aged & community services		3,292,600	2,817,503
Family services		287,006	222,604
Aid to individuals		322,290	303,015
Grants to supported organisations and projects		566,838	631,838
Social policy & research		567,630	391,240
Fundraising & public relations		208,604	175,605
Administration expenses		681,431	484,943
Bad debts written off/(recovered)	2	(107,608)	12,779
Subsidies in dispute written off		—	104,704
Maintenance and other property expenses		318,173	277,176
Major maintenance	11	230,956	878,031
Peninsula division		2,588,230	2,233,085
Geelong division		2,154,714	1,805,992
		11,110,864	10,338,515
OPERATING SURPLUS/(DEFICIT)		107,650	(721,044)
EXTRAORDINARY ITEMS			
Net profit on sale of investments & properties		518,350	536,053
Goodwill written off		—	(3,500)
Workers compensation prior period adjustment		—	56,302
		518,350	588,855
TOTAL EXTRAORDINARY ITEMS		518,350	588,855
SURPLUS/(DEFICIT) BEFORE APPROPRIATION		626,000	(132,189)
Transfer from capital profits account	13	—	515,493
Transfer from specified donations account	10	35,838	17,144
Transfer to capital fund	15	(864,982)	(464,921)
		(203,144)	(64,473)
NET SURPLUS/(DEFICIT)		(203,144)	(64,473)
TRANSFER TO/(FROM) ACCUMULATION ACCOUNT		(203,144)	(64,473)

The accompanying notes form an integral part of these statements



Bill Ford, Director of Finance and Administration.

AUDITORS' REPORT

To the Board of The Brotherhood of St Laurence

We have audited the accompanying accounts, being the balance sheet of The Brotherhood of St Laurence at 30 June 1988, the related income and expenditure account for the year then ended and Notes 1 to 19. Our audit was made in accordance with Australian auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the accompanying accounts present a true and fair view of the state of affairs of The Brotherhood of St Laurence at 30 June 1988, and of its income and expenditure account for the year then ended.

ARTHUR ANDERSEN & CO.
Chartered Accountants

David J. Beatty, Partner
Melbourne, Victoria. 10 October 1988

NOTES TO THE ACCOUNTS

for the year ended 30 June, 1988

1. **Statement of accounting policies**

The financial statements have been prepared in accordance with the historical cost convention and do not take into account changing money values or current value of non-current assets except where indicated.

In addition to providing welfare services the Brotherhood of St Laurence is also involved in commercial fundraising ventures. These financial statements represent a consolidation of all these activities.

2. **Provision for doubtful debts**

The prior year figure of \$199,697 primarily represented an outstanding amount in dispute with a health insurance company, of which \$127,144 was recovered during the financial year. The balance now represents a general provision.

3. **Loans**

The amounts comprising this item represent loans to associated organisations and individuals.

4. **Stock on hand**

Stock is valued at the lower of cost or net realizable value except for the metropolitan donated goods division stock which is valued at a notional selling price.

The stock on hand comprises:

	1988	1987
	\$	\$
Metropolitan division		
- donated goods	857,225	393,431
- material aid	44,175	38,705
Peninsula division	5,411	—
Geelong division	<u>1,745</u>	<u>8,499</u>
	<u>908,556</u>	<u>440,635</u>

5. **Investments**

Investments in the form of equities, fixed interest securities and property trusts are shown at cost. The profit or loss arising from the disposal of any of these investments is treated in the income and expenditure account as an extraordinary item.

	1988	1987
	\$	\$
Equities	328,664	2,023,115
Fixed interest securities	1,163,344	1,244,985
Property trusts	<u>81,215</u>	<u>380,366</u>
	<u>1,573,223</u>	<u>3,648,466</u>
Market value as at 30 June 1988	2,095,589	5,238,740

6. **Goodwill**

This item represents the goodwill paid for the acquisition of a business on 1 October 1987. The Goodwill is being amortised equally over two years.

	1988	1987
	\$	\$
Goodwill paid	690,000	—
Less: - amortised	<u>(345,000)</u>	—
	<u>345,000</u>	—

7. **Fixed assets**

All items of property, plant and equipment are recorded at cost. Depreciation is provided on all fixed assets except freehold land.

The cost of depreciable fixed assets is written off over their estimated useful life.

In 1987 the organisation adopted the policy of expensing all items under \$500 and subsequently in 1988 wrote-off an additional \$58,772 to depreciation expense to effect this policy.

Prime cost depreciation rates applied are:

Building, services and fixtures	2.5%
Plant and equipment	10%

(a) **Fixed assets used in providing direct welfare services**

This item includes fixed assets used in providing direct welfare services. The majority of these assets cannot be sold or encumbered because government subsidies have been received towards the cost of these assets.

	1988	1987
	\$	\$
Land	635,362	635,362
Building, services and fixtures	11,933,319	10,906,542
Plant and equipment	<u>2,170,185</u>	<u>1,791,468</u>
	14,738,866	13,333,372
Less: accumulated depreciation	<u>3,550,590</u>	<u>3,075,437</u>
	<u>11,188,276</u>	<u>10,257,935</u>

(b) **Other fixed assets used in fundraising and other activities**

	1988	1987
	\$	\$
Land	150,504	150,504
Building, services and fixtures	819,770	819,770
Plant and equipment	<u>589,482</u>	<u>507,365</u>
	1,559,756	1,477,639
Less: accumulated depreciation	<u>566,913</u>	<u>487,578</u>
	<u>992,843</u>	<u>990,061</u>
Total fixed assets	<u>12,181,119</u>	<u>11,247,996</u>



Bruce Ellis, Group Accountant

8. **Trust funds**

This item represents amounts held on behalf of residents and associated organisations.

9. **Accrued employee entitlements**

This item represents provision for annual and long service leave. Long service leave is provided for all employees after five years of service although pro-rata entitlements are not payable until after ten years of service.

	1988 \$	1987 \$
Provision for annual leave	614,514	463,429
Provision for long service leave	<u>861,676</u>	<u>750,986</u>
	1,476,190	1,214,415
Less: Portion not expected to be paid within twelve months	<u>317,816</u>	<u>284,171</u>
Current portion	<u>1,158,374</u>	<u>930,244</u>

10. **Specified donations account**

The balance of this account represents the unspent portion of amounts received for specified purposes. In addition, legacies in excess of \$100,000 not specified for a particular purpose are allocated to this account. The Executive Committee decides the special major project to which these legacies are to be applied. Movements during the year were as follows:

	1988 \$	1987 \$
Opening balance	1,964,789	1,436,396
Plus: New donations received	<u>871,445</u>	<u>934,022</u>
	2,836,234	2,370,418
Less: Amounts transferred to:-		
Income and expenditure account	851,848	388,485
Accumulation account	<u>35,838</u>	<u>17,144</u>
Closing balance	1,948,548	1,964,789
Less: Portion not expected to be expended within twelve months	<u>979,306</u>	<u>1,242,332</u>
Current portion	<u>969,242</u>	<u>722,457</u>

The funds held in this account are specified for the following purposes:

Metropolitan Division	
- Aged accommodation	778,778
- Youth Traineeship Project	81,407
- Other	664,057
Peninsula Division	414,643
Geelong Division	<u>9,663</u>
	<u>1,948,548</u>

11. **Provision for major maintenance**

Maintenance requirements for all properties are reviewed annually and amounts are transferred from the Income & Expenditure account to this provision to spread the cost of major maintenance expenditure. When such expenditure does occur it is charged against this provision.

	1988 \$	1987 \$
Opening balance	1,113,300	813,200
Plus: Amount transferred from income and expenditure account for planned expenditure	<u>230.956</u>	<u>878.031</u>
	1,344,256	1,691,231
Less: Expenditure incurred	<u>366.557</u>	<u>577.931</u>
	977,699	1,113,300
Less: Portion not expected to be incurred within the next twelve months	<u>470.589</u>	<u>387.200</u>
Current portion	<u>507,110</u>	<u>726,100</u>

12. **Accumulation account**

Movements during the year were as follows:

	1988 \$	1987 \$
Opening balance	(356,373)	(291,900)
Less: Current year surplus/ (deficit) transferred (from)/to the income and expenditure account	<u>(203,144)</u>	<u>(64,473)</u>
	<u>(559,517)</u>	<u>(356,373)</u>

13. **Capital profits account**

In 1987 it was decided to consolidate reserves therefore the capital profits account has been transferred to the accumulation account.

Movements during the year were as follows:

	1988 \$	1987 \$
Opening balance	—	515,493
Less: Transfers to the accumulation account	—	515,493
Closing balance	<u>—</u>	<u>—</u>

14. **Endowment fund**

This item represents a bequest received with the stipulation that the principal sum be preserved as a permanent endowment. The income derived from the investment of the fund is included in the income and expenditure account.

15. **Capital fund**

This fund represents the written down value of all fixed assets. Movements during the year were as follows:

	1988 \$	1987 \$
Opening balance at written down value	11,247,996	10,391,324
Plus: Funds received from the Housing Guarantee fund	<u>68,141</u>	<u>391,751</u>
	11,316,137	10,783,075
Amounts transferred (to)/from the income and expenditure account:		
Net capital expenditure	<u>864,982</u>	<u>464,921</u>
Closing balance	<u>12,181,119</u>	<u>11,247,996</u>

16. **Development fund**

This fund represents an allocation of funds for future developmental projects. Movements during the year were as follows:

	1988 \$	1987 \$
Opening balance	388,179	388,179
Less: Amounts transferred to the income and expenditure account for expenditure incurred	<u>4,566</u>	<u>—</u>
Closing balance	<u>383,613</u>	<u>388,179</u>

17. **Donated goods divisions**

	Income \$	Expenditure \$	1988 Net Income \$	1987 Net Income \$
Metropolitan	5,617,216	5,112,376	504,840	266,027
Geelong	475,445	379,353	96,092	103,904
Peninsula	<u>895,959</u>	<u>589,807</u>	<u>306,152</u>	<u>256,602</u>
	6,988,620	6,081,536	907,084	626,533
Less: Goodwill amortised	—	345,000	(345,000)	—
	<u>6,988,620</u>	<u>6,426,536</u>	<u>562,084</u>	<u>626,533</u>

18. **Government statutory subsidies**

These are entitlements to government funding relating to the conduct of the Brotherhood's aged care hostels, nursing homes, hospital, child care services and sheltered workshop.

These subsidies, which cover such items as salaries, rent, nursing home benefits, personal care and special needs funding, are tied to specific services and cannot be used for any other purposes.

19. **Lease commitments**

Leases involving land and buildings are classified as non-cancellable operating leases. These leases relate to properties rented for fundraising and other activities not related to the provision of welfare services.

Details of rent paid and future commitments for these leases are as follows:

	1988	1987
	\$	\$
(a) Total rental charged to income and expenditure account	<u>453,715</u>	<u>354,007</u>
(b) Lease commitments		
Within one year	491,703	391,938
Between one and two years	450,845	315,339
Between two and five years	920,807	337,252
After five years	<u> </u>	<u> </u>
Total lease commitments	<u><u>1,863,355</u></u>	<u><u>1,044,529</u></u>

Consultative Committees

FINANCE COMMITTEE

Andrew Ferry, B Ec, Company Director (Chairperson from Feb '88)
Geoffrey Bills, B Comm, MBA, Business Consultant
Bruce Ellis, BCA, FCIS, ACA (NZ) Group Accountant
William Ford, FASA, CPA, Director, Administration and Finance
Peter Hollingworth, Executive Director
John McInnes, B Comm, ACA (Chairperson to Feb '88)
Joseph Milici, B Bus, Accountant
Alastair Mitchell, B Com, FASA, CPA, Consulting Accountant

GEELONG DIVISIONAL SERVICES CONSULTATIVE COMMITTEE

Richard Anderson, LLB, B Com (joined Nov '87)
John Backhouse, Chairperson, BA, LLB, Solicitor (ret'd Dec '87)
William Ford, Director, Administration and Finance
Mel Gray-Thompson, MBBS, Dip GradERG, Medical Officer, Commonwealth Rehabilitation
Michael Hanley, BA, B Ed, Chairperson (from Dec '87)
Peter Hollingworth, Executive Director
Robert Leggatt, FRCS, FRACS, Urologist (ret'd June '88)
Lola Lewis, Resident of Lara Community
Helen Morris, Dip Ed, B Ed
Maxwell Neagle, Ph C, Pharmaceutical Chemist
Margaret O'Brien, MBBS, Dip RACOG (joined March '88)
Merron Rusden, Dip OccTh, ARMIT, AIPS (joined March '88)
Maurice Ryan, Sergeant of Police
Kevin Shannon, MBBS, Medical Practitioner (ret'd May '88)
Bruce Wemyss, FCIS, FASA (ret'd Dec '87)
Graeme Bound, Regional Manager, Brotherhood of St Laurence, Geelong Division

PENINSULA DIVISIONAL SERVICES CONSULTATIVE COMMITTEE

Bryan Dupuy, (Chairman) Cartage Contractor
Bruce Aitken, Councillor, Frankston City Council
Rev'd Elizabeth Alfred, Th L, Resident of Settlement
Margery Chisholm, Resident of Settlement
Philip Corbel, Dip CEWS (Chairman), Engineer, State Rivers and Water Supply
William Ford, Director, Administration and Finance
Phil Fredriksson, Councillor, Cranbourne Shire Council
Colin Guest, Engineer
Adrian Harris, Regional Manager
Vi Hill, Dip NE, Dip FIWO
Peter Hollingworth, Executive Director

PAPER RECYCLING DIVISION BUSINESS CONSULTATIVE COMMITTEE

Kurt Eisner, B Min Eng (HONS) MIE (Chairman) Chairman of Columbia Pelikan Ltd,
Australian Applied Research Centre and Hitek Ltd
William Ford, Director, Administration and Finance
Brian Manuell, Manager, Paper Recycling Division

BROTHERHOOD BEQUESTS

The Brotherhood relies on the generosity of donors who remember us in their Wills.

Bequests allow us to maintain our existing services as well as undertake the welfare innovations for which the Brotherhood is well known. Free milk in schools, Alcoholics Anonymous, Elderly Citizens' Clubs, Family Day Care and Community Aid Abroad all sprang from Brotherhood initiatives.

A Bequest may be a specific amount or a percentage or residue of an Estate. In some particularly generous instances, supporters have left us their entire Estate.

Apart from donors' satisfaction in knowing their Bequest benefits society's disadvantaged, remembering the Brotherhood in a Will makes financial sense — Bequests carry the full range of exemptions from Federal and State taxes and duties.

The appropriate form of words for donors to use when preparing or amending an existing Will are

"I give, devise and bequeath to the Brotherhood of St Laurence . . ."

If you would like to discuss making a Bequest to the Brotherhood please contact Graeme Orr, 67 Brunswick Street, Fitzroy, 3065, telephone 419 7055.