

**LISTER HOUSING CO-OPERATIVE LIMITED**  
**ANNUAL REPORT and FINANCIAL STATEMENTS**  
**For the year ended 31 March 2019**

**Registration particulars**

Financial Conduct Authority

Co-operative & Community Benefit Societies Act  
2014  
Registered Number 1876 R(S)

Scottish Housing Regulator

Housing (Scotland) Act 2010  
Registered Number HAC150



**LISTER HOUSING CO-OPERATIVE LIMITED**

**STATUTORY INFORMATION**

**Committee of Management**

Mrs L Alexander	Chairperson
Mrs C Littlewood	Secretary
Mr A McDonald	Treasurer
Mr J-L Addams	
Ms A Cairns	Co-opted 31.7.18
Mrs C Goodwin	
Mrs M Gunn	
Mr R Gunn	
Mrs G Hall	
Mrs J Leith	
Mrs J Lewis	
Mrs J McCuaig	
Ms J Renton	

**Executive officers**

Alistair Cant FCIH	Director
Mark Stolarek	Housing Officer

**Registered office**

36 Lauriston Place  
Edinburgh  
EH3 9EZ

**External Auditor**

Chiene + Tait LLP  
Chartered Accountants and Statutory Auditors  
61 Dublin Street  
Edinburgh  
EH3 6NL

**Internal Auditor**

Quinn Internal Audit & Business Support Services  
55 Lady Place  
Livingston  
EH54 6TB

**Solicitors**

T C Young  
69a George Street  
Edinburgh  
EH2 2JG

**Bankers**

Bank of Scotland  
Teviot House  
41 South Gyle Crescent  
Edinburgh  
EH12 9DR

<b>FCA registered number</b>	1876 R(S)
<b>The Scottish Housing Regulator registered number</b>	HAC 150

**LISTER HOUSING CO-OPERATIVE LIMITED**

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## **LISTER HOUSING CO-OPERATIVE LIMITED**

### **ANNUAL REPORT of the COMMITTEE of MANAGEMENT**

#### **For the year ended 31 March 2019**

The Committee of Management present their Annual Report of the Committee of Management and audited financial statements for the year ended 31 March 2019.

#### **Registration details**

Lister is registered as a 'Housing Association' with the Scottish Housing Regulator under the Housing (Scotland) Act 2010, registration number HAC150. It is also registered as a Registered Society under the Co-operative and Community Benefit Societies Act 2014 with the Financial Conduct Authority, registration number 1876R(S). As a fully mutual housing co-operative, Lister gains relief from corporation tax arising from its housing activities. It pays tax on its non-housing activity income.

#### **Principal activity**

The principal activity of the Co-operative is the provision of good quality affordable rented housing for those in need. As a fully mutual Co-operative, all Lister tenants are members of the Co-operative and each has a £1 share (which brings no monetary benefits). All members/tenants have a keen interest in both the successful provision of services to tenants and the healthy continuance of the Co-operative.

#### **The aims of the Co-operative**

1. To provide housing in central Edinburgh for its members, and for people in housing need including those homeless and those in medical need. The housing shall be of a range of flat sizes and types including mainstream, amenity and wheelchair flats and shared flats for single persons.
2. The housing will be of affordable rents, of good quality and maintained to a high standard, with an accessible, responsive and caring housing service. The Co-operative is to be under its members' control and be democratically run without any discrimination.
3. To promote the development of the community at the Co-operative and with its neighbours.

#### **Structure, governance and management**

The Co-operative is controlled by a Committee of Management comprising members elected at the AGM. All Committee members are thus tenants as well. The rules of the Co-operative, based on the Scottish Federation of Housing Association's Model Rules 2013, is the controlling document for the organisation. The Committee of Management meets monthly, apart from in December, and sets out policies, strategies and priorities within which the organisation operates. The day-to-day operation is carried out by the Co-operative staff, who are all on permanent long term contracts reporting through the Director, Alistair Cant, to the Committee of Management.

The daily work is regulated by policies; the key policies include the Standing Orders, the Financial Regulations and the Financial Procedures. There are well established routines for reporting activity to the Committee of Management, including quarterly financial reporting, as well as a detailed Internal Management Plan.

In addition to this work there are a number of external agents and consultants who are involved in reporting to the Committee of Management and the Annual General Meeting of members. The management accounts are prepared by an external agent - Port of Leith HA who won the agency service at tender. The Financial Statements are reviewed by the external auditor who carries out a full audit.

## **LISTER HOUSING CO-OPERATIVE LIMITED**

### **ANNUAL REPORT of the COMMITTEE of MANAGEMENT (continued)**

#### **For the year ended 31 March 2019**

#### **Structure, governance and management (continued)**

The Committee of Management have engaged a new Internal Auditor consultancy service in 2017 following a joint tendering exercise in conjunction with Manor Estates HA. The firm, Quinn Internal Audit and Business Support Services, carried out an audit in February 2018. Finally the Scottish Housing Regulator (to whom Lister submits regular returns) undertakes regular monitoring and can perform a performance audit visit which would produce a publicly available inspection report. It has other powers that could be used when necessary.

In addition to such formal management and monitoring arrangements, Lister is a member of the Scottish Federation of Housing Associations (SFHA) and Employers in Voluntary Housing (EVH).

#### **Risk management**

The Co-operative has an active risk management process, with policies, risk matrix map and a business continuity plan. All major risks are considered so mitigating action can be planned. The health & safety plan is based on the EVH model control manual, enhanced by regular audits by their advisers, ACS Physical Risk Control Ltd. Lister also subscribes to the EVH Landlord H&S manual and the associated audits from ACS.

Key risks include: Internal risks - loss of key staff or committee personnel, fraud, health & safety failures; and these are mitigated by robust policies, procedures, and a range of audits. External risks include: - welfare reform impacts, changes in regulatory requirements, data loss/cyber-security issues and these are mitigated by close attention to external information and advice, active membership of representative bodies and obtaining best-practice advice on IT security and data protection matters.

#### **Business review**

The Committee of Management notes that the Co-operative's Statement of Financial Position shows a satisfactory position with net assets of £3.6m (2018: £3.5m). The Co-operative continues to invest in improvements to its properties, including major repairs, cyclical maintenance and the installation and upgrading of gas central heating. The Co-operative funds these programmes either by revenue income or by using reserves. This and other future planned work will enable the flats to be upgraded when scheduled and maintenance carried out promptly. The replacement of certain agreed components is capitalised under the component accounting regulations.

This year the main activities comprised: a major contract to refurbish the bathrooms in its 50 New Site flats, and associated work to enhance the smoke detector systems, and other plumber and electrical work.

#### **Key performance indicators**

Lister has performed reasonably well for the year - we are above our tough rent arrears target of 2.0%, at 2.4% of current arrears. Our former tenant arrears are under control - with a wages arrestment in place for one debt. Voids are very very low this year - less than 0.03% of total turnover and there is a continued low vacancy rate. Lister has joined the EdIndex Key-to-Choice bidding system, which should improve the lettable of Lister's vacancies in the future, but no flats have been advertised in 2018-19.

#### **Future developments and strategies**

Lister has no development opportunities at present or any strong desire or need to expand. There is planned activity in 2019-20 to progress the plan for the Energy Efficiency Standard for Social Housing (EESH) and continue the smoke detector enhancement contract on the Main Site.

#### **Committee of Management**

The Committee of Management of the Co-operative are listed on the statutory information page at the start of the financial statements.

#### **Senior staff and training**

The Co-operative's senior staff member is Alistair Cant, a Fellow of the Chartered Institute of Housing, with 39 years of housing experience. Leading the housing management function is Mark Stolarek, an experienced Housing Officer. Staff and Committee members have the opportunity to attend various courses, seminars and events.

ANNUAL REPORT of the COMMITTEE of MANAGEMENT (continued)

For the year ended 31 March 2019

**Maintenance policies**

The Co-operative aims to maintain its properties to a high standard. To this end programmes of cyclical maintenance are carried out and programmes of major repairs to cover for such works. Key identified components are capitalised when replaced.

**Rent policy**

The Co-operative sets its rents using a rent points system. These points are multiplied by the rent point factor, set by the Committee of Management each year, to give the net rental; on top are any service charges. Rents are reviewed on 1 April each year following consultation with all tenants.

**Treasury management**

The Co-operative, as a matter of policy, does not enter into transactions of a speculative nature. The surplus funds of Lister are managed carefully using long established banks or building societies.

**Employee involvement and Health & Safety**

Lister encourages employee involvement in all initiatives. A comprehensive Health & Safety Manual backed up by regular inspections and checks is in operation. There are updates every six months from our consultants. Lister also uses the EVH model health & safety manual for Landlord services.

**Disabled Employees**

Applications for employment by disabled persons are given full and fair consideration for all vacancies in accordance with their particular aptitudes and abilities. In the event of employees becoming disabled, every effort is made to retrain them in order that their employment with the Co-operative may continue.

It is the policy of the Co-operative that training, career development and promotion opportunities should be available to all employees.

**Reserves**

The Co-operative needs to have reserves to ensure the organisation can function into the future and meet its future liabilities, including the major repairs and investment needs of its 185 flats. The revenue reserve of £3.6m reflects primarily the past investment in the housing stock and reserves for future major repairs. The Co-operative has a cash level of £2.0m to support its future plans and operating requirements. The Co-operative reviews its maintenance spending plans regularly and re-assesses them in relation to reserves and cash flows. The Committee of Management projects that total reserves at 31 March 2020 are likely to be £3.8m.

**Going concern**

No material uncertainties that may cast significant doubt about the ability of the Co-operative to continue as a going concern have been identified by the Committee of Management. The Committee of Management have a reasonable expectation that the Co-operative has adequate resources to continue operating for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

**Surplus for the year**

The results for the year are shown in the Statement of Comprehensive Income on page 9. A surplus of £70k was the outcome for the year (2018: surplus £123k).

**Credit payment policy**

The average payment period is twenty-four days (2018: twenty-four days).

**Related Party Transactions**

All members of the Committee of Management are tenants. Their tenancies are on the Co-operative's normal tenancy terms and they cannot use their position to their advantage. Transactions with the Committee of Management are disclosed in note 24.

**LISTER HOUSING CO-OPERATIVE LIMITED**

**ANNUAL REPORT of the COMMITTEE of MANAGEMENT (continued)**

**For the year ended 31 March 2019**

**Disclosure of information to the auditor**

To the knowledge and belief of each of the persons who are members of the Committee of Management at the time the report is approved:

- So far as the Committee members are aware, there is no relevant information of which the Co-operative's auditor is unaware and
- They have taken all steps that they ought to have taken as a Committee member in order to make themselves aware of any relevant information, and to establish that the Co-operative's auditor is aware of the information.

**Statement of committee responsibilities**

The Co-operative and Community Benefit Societies Act 2014 and registered social landlord legislation requires that the Committee of Management prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Co-operative and of the surplus or deficit of the Co-operative for that period. In preparing those financial statements the Committee members are required to:

- select suitable accounting policies and apply them consistently;
- make reasonable and prudent judgements and estimates;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Co-operative will continue in business; and
- prepare a Statement on Internal Financial Control.

The Committee Members are also responsible for:

- keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Co-operative;
- ensuring that the financial statements comply with the requirements of the Co-operative and Community Benefit Societies Act 2014, the Housing Scotland Act 2010 and the Determination of the Accounting Requirements December 2014; and
- maintaining a satisfactory system of control over accounting records and transactions, and for safeguarding all assets of the Co-operative and, hence, take reasonable steps to prevent and detect fraud and other irregularities.

**Auditor**

Chiene + Tait LLP were appointed as auditor during the year following a competitive tender process.

The Report of the Committee of Management has been approved on behalf of the Management Committee by



**MRS COLLEEN LITTLEWOOD**  
**Secretary**

36 Lauriston Place  
Edinburgh  
EH3 9EZ

18 June 2019

**LISTER HOUSING CO-OPERATIVE LIMITED**

**COMMITTEE of MANAGEMENT STATEMENT on INTERNAL FINANCIAL CONTROLS**

**For the year ended 31 March 2019**

The Committee of Management acknowledge their ultimate responsibility for ensuring that the Co-operative has in place a system of controls that is appropriate to the various business environments in which it operates. These controls are designed to give reasonable assurance with respect to:

- the reliability of financial information used within the Co-operative or for publication;
- the maintenance of proper accounting records; and
- the safeguarding of assets (against unauthorised use or disposition).

It is the Committee of Management's responsibility to establish and maintain systems of internal financial control. Such systems can only provide reasonable and not absolute assurance against material financial mis-statement or loss. Key elements include ensuring that:

- formal policies and procedures are in place, including the documentation of key systems and rules relating to the delegation of powers, which allow the monitoring of controls and restricts the unauthorised use of the Co-operative's assets;
- experienced and suitably qualified staff take responsibility for important business functions. Annual review procedures have been established to maintain standards of performance;
- forecasts and budgets are prepared regularly which allow the Committee of Management and staff to monitor the key business risks and financial objectives, and progress towards financial plans set for the year and the medium term; regular management accounts are prepared promptly, providing relevant, reliable and up-to-date financial and other information and significant variances from budgets are investigated as appropriate; and
- all significant new initiatives, major commitments and investment projects are subject to formal authorisation procedures, through the Committee of Management.

The Committee of Management reviews reports from Sub Committees, staff and from the external auditors to provide reasonable assurance that control procedures are in place and are being followed. Reports from internal auditors are produced biennially – a report was submitted in 2018. Staff reports include a general review of the major risks facing the Co-operative. Formal procedures have been established for instituting appropriate action to correct weaknesses identified from the above reports.

The Committee of Management has reviewed the system of internal financial control in the Co-operative during the year ended 31 March 2019 and until the date of signing the financial statements. No weaknesses were found in internal financial controls which could result in material losses, contingencies, or uncertainties which require disclosure in the financial statements or in the auditor's report on the financial statements.

These arrangements are considered appropriate to the scale and range of the Co-operative's activities and comply with the requirements contained in the Scottish Housing Regulator's publication "Our Regulatory Framework".

**BY ORDER OF THE COMMITTEE OF MANAGEMENT**



**MRS COLLEEN LITTLEWOOD**  
Secretary

18 June 2019



**LISTER HOUSING CO-OPERATIVE LIMITED**

**REPORT of the AUDITOR on CORPORATE GOVERNANCE MATTERS**

**For the year ended 31 March 2019.**

In addition to our audit of the Financial Statements, we have reviewed your statement on page 5 concerning the Co-operative's compliance with the information required by the Regulatory Standards in respect of internal financial controls contained within the publication "Our Regulatory Framework" and associated Regulatory Advisory Notes which are issued by the Scottish Housing Regulator.

**Basis of Opinion**

We carried out our review having regard to the requirements on corporate governance matters within Bulletin 2006/5 issued by the Financial Reporting Council. The Bulletin does not require us to review the effectiveness of the Co-operative's procedures for ensuring compliance with the guidance notes, nor to investigate the appropriateness of the reason given for non-compliance.

**Opinion**

In our opinion the Statement on Internal Financial Controls on page 5 has provided the disclosures required by the relevant Regulatory Standards within the publication "Our Regulatory Framework" and associated Regulatory Advisory Notes issued by the Scottish Housing Regulator in respect of internal financial controls and is consistent with the information which came to our attention as a result of our audit work on the Financial Statements.

Through our enquiry of certain members of the Committee of Management and Officers of the Co-operative and examination of relevant documents, we have satisfied ourselves that the Committee of Management's Statement on Internal Financial Controls appropriately reflects the Co-operative's compliance with the information required by the relevant Regulatory Standards in respect of internal financial controls contained within the publication "Our Regulatory Framework" and associated Regulatory Advisory Notes issued by the Scottish Housing Regulator in respect of internal financial controls.



**Chiene + Tait LLP**  
**Chartered Accountants and Statutory Auditors**  
**61 Dublin Street**  
**Edinburgh**  
**EH3 6NL**

21 / 6 / 2019

For the year ended 31 March 2019

### Opinion

We have audited the financial statements of Lister Housing Co-operative Limited (the Association) for the year ended 31 March 2019 which comprise the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Changes in Capital and Reserves the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Association's affairs as at 31 March 2019 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Co-operative and Community Benefit Societies Act 2014, Part 6 of the Housing (Scotland) Act 2010 and the Determination of Accounting Requirements – December 2014.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the association in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in which the ISAs (UK) require us to report to you where:

- the Management Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Management Committee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the association's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The Management Committee are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

For the year ended 31 March 2019

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Co-operative and Community Benefit Societies Act 2014 require us to report to you if, in our opinion:

- a satisfactory system of control over transactions has not been maintained; or
- the Association has not kept proper accounting records; or
- the financial statements are not in agreement with the books of account; or
- we have not received all the information and explanations we need for our audit.

**Responsibilities of the Management Committee**

As explained more fully in the Statement of the Management Committee's Responsibilities set out on page 4, the Management Committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Management Committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Management Committee are responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Management Committee either intend to liquidate the association or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the Association's members, as a body, in accordance with the Co-operative and Community Benefit Societies Act 2014. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members as a body for our audit work, for this report, or for the opinions we have formed.



CHIENE + TAIT LLP  
Chartered Accountants and Statutory Auditors  
61 Dublin Street  
Edinburgh  
EH3 6NL

21/6/2019

**LISTER HOUSING CO-OPERATIVE LIMITED**

**STATEMENT of COMPREHENSIVE INCOME**

**For the year ended 31 March 2019**

	<b>Notes</b>	<b>2019</b> £	2018 £
<b>Turnover</b>	3	<b>892,549</b>	868,825
Less: Operating costs	3	<b>(785,407)</b>	(790,788)
<b>Operating surplus</b>	3, 8	<b>107,142</b>	78,037
Interest Payable-Pension Liability		<b>(3,000)</b>	(1,000)
Interest receivable and other income	5	<b>24,629</b>	23,407
<b>Surplus before taxation</b>		<b>128,771</b>	100,444
Taxation	6	<b>(40,945)</b>	(6,687)
<b>Surplus for the year</b>		<b>87,826</b>	93,757
Revaluation of investment property		-	29,600
Re-measurement caused by pension valuation		<b>(18,000)</b>	-
<b>Total comprehensive income for the year</b>		<b>69,826</b>	123,357

The results relate wholly to continuing activities.

The notes on pages 13 to 30 form part of these financial statements

LISTER HOUSING CO-OPERATIVE LIMITED

STATEMENT OF FINANCIAL POSITION

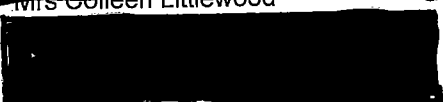
As at 31 MARCH 2019

	Notes	2019 £	2018 £
<b>Tangible fixed assets</b>			
Housing properties	9a	7,101,497	7,035,355
Other fixed assets	9b	309,600	309,600
		<u>7,411,097</u>	<u>7,344,955</u>
<b>Current assets</b>			
Debtors	10	37,792	35,827
Cash and bank balances	11	1,978,283	1,977,336
		<u>2,016,075</u>	<u>2,013,163</u>
<b>Creditors: amounts falling due within one year</b>	12	(192,732)	(165,801)
<b>Net current assets</b>		<u>1,823,343</u>	<u>1,847,362</u>
Total assets less current liabilities		<u>9,234,440</u>	<u>9,192,317</u>
<b>Creditors: amounts falling due after one year</b>	13	(5,620,521)	(5,682,267)
<b>Provisions: taxation including deferred tax</b>	15	(34,042)	-
<b>Net assets</b>		<u>3,579,877</u>	<u>3,510,050</u>
<b>Capital and reserves</b>			
Share capital	18	253	252
Revaluation reserve		-	29,600
Revenue reserve		3,579,624	3,480,198
<b>Total capital and reserves</b>		<u>3,579,877</u>	<u>3,510,050</u>

The financial statements were approved by the Committee of Management and authorised for issue on 18 June 2019 and signed on its behalf by:

 \_\_\_\_\_  
Chairperson  
Mrs Louise Alexander

 \_\_\_\_\_  
Secretary  
Mrs Catherine Littlewood

 \_\_\_\_\_  
Treasurer  
Mr Angus McDonald

The notes on pages 13 to 30 form part of these financial statements

**LISTER HOUSING CO-OPERATIVE LIMITED**

**STATEMENT of CHANGES In CAPITAL RESERVES**

**For the year ended 31 March 2019**

	Share Capital £	Revenue Reserves £	Revaluation Reserves £	Total Reserves £
Balance at 1 April 2018	252	3,480,198	29,600	3,510,050
Surplus for the year	-	69,826	-	69,826
Transfer for deferred taxation	-	29,600	(29,600)	-
Shares issued during the year	8	-	-	8
Shares cancelled during the year	(7)	-	-	(7)
	-----	-----	-----	-----
<b>Balance at 31 March 2019</b>	<b>253</b>	<b>3,579,624</b>	<b>-</b>	<b>3,579,877</b>
	=====	=====	=====	=====

**STATEMENT of CHANGES In CAPITAL RESERVES**

**For the year ended 31 March 2018**

	Share Capital £	Revenue Reserves £	Revaluation Reserves £	Total Reserves £
Balance at 1 April 2017	256	3,386,441	-	3,386,697
Surplus for the year	-	93,757	29,600	123,357
Shares issued during the year	8	-	-	8
Shares cancelled during the year	(12)	-	-	(12)
	-----	-----	-----	-----
<b>Balance at 31 March 2018</b>	<b>252</b>	<b>3,480,198</b>	<b>29,600</b>	<b>3,510,050</b>
	=====	=====	=====	=====

The notes on pages 13 to 30 form part of these financial statements

**LISTER HOUSING CO-OPERATIVE LIMITED**

**STATEMENT of CASH FLOWS**

**For the year ended 31 March 2019**

	Notes	£	2019 £	£	2018 £
<b>Cash flows from operating activities</b>					
Cash generated from operations	19	<b>232,100</b>		154,999	
Taxation paid		<b>(6,978)</b>		(5,005)	
		-----	<b>225,122</b>	-----	149,984
<b>Cash (outflow)/inflow from investing activities</b>					
Purchase of tangible fixed assets		<b>(248,805)</b>		(12,992)	
Interest received		<b>24,629</b>		23,407	
		-----	<b>(224,176)</b>	-----	10,415
<b>Cash inflow/(outflow) from financing activities</b>					
Issue of share capital		<b>8</b>		8	
Cancelled shares		<b>(7)</b>		(12)	
		-----	<b>1</b>	-----	(4)
<b>Net changes in cash and cash equivalents</b>					
			<b>947</b>		160,395
Cash and cash equivalents at 1 April	11		<b>1,977,336</b>		1,816,941
			-----		-----
Cash and cash equivalents at 31 March	11		<b>1,978,283</b>		1,977,336
			=====		=====

The notes on pages 13 to 30 form part of these financial statements

# LISTER HOUSING CO-OPERATIVE LIMITED

## NOTES to the FINANCIAL STATEMENTS

For the year ended 31 March 2019

### 1. General information

The financial statements of have been prepared in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' (FRS102) (United Kingdom Generally Accepted Accounting Practice), the Housing SORP 2014 'Statement of Recommended Practice for Registered Housing Providers' and they comply with the Determination of Accounting Requirements 2014, and under the historical cost convention, modified to include certain financial instruments and investment properties at fair value.

The Co-operative is defined as a public benefit entity and thus it complies with all disclosure requirements relating to public benefit entities. The Co-operative is a registered social landlord in Scotland and its registered number is HAC150. The registered address is noted within the statutory information page at the start of the financial statements.

These financial statements represent the results of the Co-operative only and are presented in Pounds Sterling (GBP).

### 2. Principle accounting policies

The principle accounting policies applied in the preparation of these financial statements are noted below. These policies have been applied consistently to all the years presented, in dealing with items which are considered material in relation to the Co-operative's financial statements, unless otherwise stated.

#### (a) Going concern

The Committee of Management anticipate that a surplus will be generated in the year to 31 March 2020. The Co-operative has healthy cash and net current asset position and thus the Committee of Management are satisfied that there are sufficient resources in place to continue operating for the foreseeable future. Thus the Committee of Management continue to adopt the going concern basis of accounting in preparing the annual financial statements.

#### (b) Turnover

Turnover represents rental and service charge income receivable, fees receivable and revenue grants receivable from the Scottish Government, local authorities and other organisations.

#### (c) Apportionment of administration expenditure

The allocation of administration expenditure to the different account headings is based upon experience of time output according to activity by staff. The allocation to major repairs, capitalised work and enhancements is based upon 6% of the spending on such repairs (the sums allocated to work capitalised under component accounting thus is allocated to fixed assets). This is to enable future maintenance costing analysis and financial projections to be forecast using predictable amounts – the 6% being based upon typical contract management rates. The allocation to services is based similarly upon 5% of spend. The remaining expenditure is allocated on the basis of 54% to housing management, 44.5% to maintenance and 1.5% to non-housing activities. The allocation of the 44.5% between the 'day-to-day' and 'cyclical' elements of maintenance is done on a pro-rata basis according to their relative spending. The Co-operative does keep these allocations under review though usually maintains allocation stability, which also aids year-on-year comparisons.



**2. Principle accounting policies (continued)**

**(d) Pensions**

The Co-operative participates in the Scottish Housing Associations' Pension Scheme (SHAPS) and retirement benefits to employees of the Co-operative are funded by contributions from all participating employers and employees in the Scheme. Payments are made in accordance with periodic calculations by consulting actuaries and are based on pension costs applicable across the various participating Associations taken as a whole.

It has become possible to identify the share of underlying assets and liabilities belonging to individual participating employers as at 31 March 2019 and the scheme is now accounted for as a defined benefit plan, as opposed to defined contribution, for the benefit of its employees. No new benefits have been introduced and there is no change to the benefits themselves.

A liability for the Co-operative's obligations under the plan is recognised net of plan assets. The net change in the net defined benefit liability is recognised as the cost of the defined benefit plan during the period. Pension plan assets are measured at fair value and the defined benefit obligation is measured on an actuarial basis using the projected unit method. Actuarial valuations are obtained at least triennially and are updated at each balance sheet date.

Historically the scheme was accounted for as a defined contribution scheme as there was insufficient information for each social landlord's share of SHAPS to allow for defined benefit accounting. The liability previously recognised for the present value of the social landlord's deficit funding agreement has been derecognised. The difference between the deficit funding agreement liability, historically recognised for SHAPS, and the net defined benefit deficit for SHAPS, has been recognised in other comprehensive income. This accounting policy change has been accounted for in accordance with FRED 71: Draft Amendments to FRS 102: Multi-employer defined benefit plans as a matter of best practice. FRED 71 is an exposure draft and has not yet been implemented into financial reporting standards.

**(e) Leasing**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against the Statement of Comprehensive Income on a straight-line basis over the period of the lease.

**(f) Interest income**

Interest income is recognised in the Statement of Comprehensive Income using the effective interest method.

**(g) Taxation**

The Co-operative pays corporation tax on its interest income and commercial letting income. As a Co-operative housing association it is exempt from payment of corporation tax on social lettings activities. Deferred tax is provided on the liability method to take account of timing differences between the treatment for certain items for accounts purposes and the treatment for tax purposes. Tax deferred is accounted for in respect of all material timing differences. Deferred tax assets are only recognised to the extent that they are regarded as recoverable.

**(h) Fixed assets – housing land and buildings (Note 9a)**

Housing properties are stated at cost less accumulated depreciation. The cost of such properties includes the following:

- i Cost of acquiring land and buildings;
- ii Development expenditure including directly attributable overheads; and
- iii Interest charged on the loans raised to finance the scheme.

Expenditure on schemes that are subsequently aborted is written off in the year in which it is recognised that the scheme will not be developed to completion.

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

**2. Principle accounting policies (continued)**

**(h) Fixed assets – housing land and buildings (continued) (Note 9a)**

Works to existing properties will generally be capitalised under the following circumstances:

- i. Where a component of the housing property that has been treated separately for depreciation purposes and depreciated over its useful economic life is replaced or restored; or
- ii. Where the subsequent expenditure provides an enhancement of the economic benefits of the tangible fixed asset in excess of the previously assessed standard of performance. Such enhancement can occur if the improvements result in an increase in rental income, a material reduction in future maintenance costs or a significant extension of the life of the property.

Works to existing properties which fail to meet the above criteria are charged to the Statement of Comprehensive Income.

Component accounting was adopted five years ago. The major components are now deemed to be land, structure, pitched roofs, flat roofs, kitchens, bathrooms, HMO capital work and landscaping. Each component has a substantially different economic life and is depreciated over this individual life. Depreciation rates are shown in note (i). This accounting policy is deemed to be more appropriate as it reflects better the actual major components of the Co-operative's housing properties and their individual remaining useful lives.

**(i) Depreciation**

**Housing properties**

Depreciation is charged on a straight-line basis over the expected individual economic useful lives of each major component that makes up the housing property as follows:

Land	not depreciated
Structure	over 100 years
Pitched roofs	over 60 years
Flat roofs	over 25 years
Kitchens	over 15 years
Bathrooms	over 25 years
HMO capital works	over 20 years
Landscaping	over 20 years

**Other fixed assets**

The Co-operative's other fixed assets are written off over their expected useful lives, which are as follows:

Office premises	over 20 years
Office equipment	over 5 years
Garden equipment	over 5 years
Computer equipment	over 4 years

A full year's depreciation is charged on these assets in the year of purchase, but no charge is made in the year of disposal.

**(j) Investment properties**

Investment properties are properties held for commercial lettings. These properties are held at their market value. The fair value of each property will be considered at each reporting date and any changes will be recognised in the Statement of Comprehensive Income.

**2. Principle accounting policies (continued)**

**(k) Impairment of non-financial assets**

At each reporting date, the Co-operative reviews the carrying amounts of its tangible assets, to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised as an expense immediately, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income immediately, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

**(l) Financial instruments**

The Co-operative only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and related parties.

***Financial assets***

***Debtors***

Debtors which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price. Trade debtors are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

Where the arrangement with a trade debtor constitutes a financing transaction, the debtor is initially and subsequently measured at the present value of future payments discounted at a market rate of interest for a similar debt instrument. A provision for impairment of debtors is established when there is objective evidence that the amounts due will not be collected according to the original terms of the contract. Impairment losses are recognised in profit or loss for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in income and expenditure.

***Financial liabilities***

***Trade creditors***

Trade creditors payable within one year that do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled.

Where the arrangement with a trade creditor constitutes a financing transaction, the creditor is initially and subsequently measured at the present value of future payments discounted at a market rate of interest for a similar instrument.

For the year ended 31 March 2019

**2. Principle accounting policies (continued)**

**(l) Financial instruments (continued)**

*Borrowings*

Borrowings are initially recognised at the transaction price, including transaction costs, and subsequently measured at amortised cost using the effective interest method. Interest expense is recognised on the basis of the effective interest method and is included in interest payable and other similar charges.

**(m) Rental arrears**

Rental arrears represents amounts due by tenants for rental of social housing properties at the year end. Rental arrears are reviewed regularly by management and written down to the amount deemed recoverable. Any provision deemed necessary is shown alongside gross rental arrears in Note 10.

**(n) Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than twelve months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

**(o) Share capital**

Ordinary shares are classified as equity. Called up share capital represents the nominal value of shares that have been issued.

**(p) Government capital grants**

Government capital grants, at amounts approved by The Scottish Government or local authorities, are paid directly to the Co-operative as required to meet its liabilities during the development process. This is treated as a deferred capital grant and is released to income over the useful life of the assets it relates to on completion of the development phase.

**(q) Government revenue grants**

Government revenue grants are recognised using the accrual model which means the Co-operative recognises the grant in income on a systematic basis over the period in which the Co-operative recognises the related costs for which the grant is intended to compensate.

**(r) Non-government capital and revenue grants**

Non-government capital and revenue grants are recognised using the performance model. If there are no performance conditions attached the grants are recognised as revenue when the grants are received or receivable. A grant that imposes specific future performance related conditions on the recipient is recognised as revenue only when the performance related conditions are met. A grant received before the revenue recognition criteria are satisfied is recognised as a liability.

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

**2. Principle accounting policies (continued)**

**(s) Judgements in applying policies and key sources of estimation uncertainty**

In preparing the financial statements, management is required to make estimates and assumptions which affect reported income, expenses, assets, and liabilities. Use of available information and application of judgement are inherent in the formation of estimates, together with past experience and expectations of future events that are believed to be reasonable under the circumstances. Actual results in the future could differ from such estimates.

The Committee of Management are satisfied that the accounting policies are appropriate and applied consistently. Key sources of estimation have been applied as follows:

**Estimate**

Useful lives of property and other fixed assets

The main components of Housing properties and their useful lives

Recoverable amount of rent and other trade receivables

The obligations under the SHAPS pension scheme

The valuation of investment property

**Basis of estimation**

The useful lives of property and other fixed assets are based on the knowledge of senior management at the Co-operative, with reference to expected asset life cycles.

The cost of housing properties is split into separately identifiable components. These components were identified by knowledgeable and experienced staff members and based on costing models.

Rental arrears and other trade receivables are reviewed by appropriately experienced senior management team members on a case by case basis with the balance outstanding together with the payment history of the individual tenant being taken into account.

This has relied on the actuarial assumptions of a qualified actuary which have been reviewed and are considered reasonable and appropriate.

The investment property was valued by an appropriate employee surveyor using market data at the date of valuation.

LISTER HOUSING CO-OPERATIVE LIMITED

NOTES to the FINANCIAL STATEMENTS (continued)

For the year ended 31 March 2019

3. Particulars of turnover, operating costs and operating surplus

	2019	2018	
	Turnover	Operating Costs	Operating Surplus
	£	£	£
Income and Expenditure from lettings			
Social lettings (note 4a)	877,069	(781,632)	66,328
Other activities (note 4b)	15,480	(3,775)	11,709
	<u>892,549</u>	<u>(785,407)</u>	<u>78,037</u>

LISTER HOUSING CO-OPERATIVE LIMITED

NOTES to the FINANCIAL STATEMENTS (continued)

For the year ended 31 March 2019

4. (a) Particulars of turnover, operating costs and operating surplus from social letting activities	General housing needs accommodation			Supported housing		Shared ownership housing		Other	2019 Total	2018 Total
	£	£	£	£	£	£	£			
Rent receivable net of service charges	789,205	-	-	-	-	-	-	-	789,205	767,928
Service charges	1,800	-	-	-	-	-	-	-	1,800	1,296
Rechargeable Income	90	-	-	-	-	-	-	-	90	1,368
Gross income from rents and service charges	791,095	-	-	-	-	-	-	-	791,095	770,592
Less voids	(233)	-	-	-	-	-	-	-	(233)	(983)
Net income from rents and service charges	790,862	-	-	-	-	-	-	-	790,862	769,609
Grants from Scottish Ministers	3,932	-	-	-	-	-	-	-	3,932	-
Other revenue grants	82,275	-	-	-	-	-	-	-	82,275	268
Amortisation of SHG	877,069	-	-	-	-	-	-	-	877,069	83,275
<b>Total turnover from social letting activities</b>	<b>1,925,355</b>	<b>1,800</b>	<b>359,722</b>	<b>44,548</b>	<b>364</b>	<b>182,663</b>	<b>781,632</b>	<b>95,437</b>	<b>192,535</b>	<b>168,134</b>
Management and maintenance administration costs	1,800	-	-	-	-	-	-	-	1,800	1,296
Service costs	359,722	-	-	-	-	-	-	-	359,722	401,047
Planned and cyclical maintenance including major repairs costs	44,548	-	-	-	-	-	-	-	44,548	38,493
Reactive maintenance costs	364	-	-	-	-	-	-	-	364	1,980
Bad debts – rent and service charges	182,663	-	-	-	-	-	-	-	182,663	175,874
Depreciation of social housing	781,632	-	-	-	-	-	-	-	781,632	786,824
<b>Operating costs for social letting activities</b>	<b>1,925,355</b>	<b>1,800</b>	<b>359,722</b>	<b>44,548</b>	<b>364</b>	<b>182,663</b>	<b>781,632</b>	<b>95,437</b>	<b>192,535</b>	<b>168,134</b>
<b>2019 Operating surplus for social letting activities</b>	<b>95,437</b>	<b>66,328</b>	<b>66,328</b>	<b>66,328</b>	<b>66,328</b>	<b>66,328</b>	<b>66,328</b>	<b>66,328</b>	<b>95,437</b>	<b>66,328</b>
2018 Operating surplus for social letting activities	66,328	-	-	-	-	-	-	-	66,328	-

The amount included in service charges receivable which was not eligible for Housing Benefit was £nil (2018: £nil). Included in depreciation of social housing is £nil (2018: £nil) relating to the loss on disposal of components.

LISTER HOUSING CO-OPERATIVE LIMITED

NOTES to the FINANCIAL STATEMENTS (continued)

For the year ended 31 March 2019

4. (b) Particulars of turnover, operating costs and operating surplus from other activities

	Grants from Scottish Ministers £	Other revenue grants £	Supporting people income £	Other income £	Total turnover £	Operating costs – bad debts £	Other operating costs £	2019 Operating surplus £	2018 Operating surplus £
Wider role activities	-	-	-	-	-	-	-	-	-
Care and repair of property	-	-	-	-	-	-	-	-	-
Factoring	-	-	-	-	-	-	-	-	-
Development and construction of property activities	-	-	-	-	-	-	-	-	-
Support activities	-	-	-	-	-	-	-	-	-
Care activities	-	-	-	-	-	-	-	-	-
Agency management services – RSLs	-	-	-	-	-	-	-	-	-
Other agency/management services	-	-	-	-	-	-	-	-	-
Developments for sale to RSLs	-	-	-	-	-	-	-	-	-
Developments and improvements for sale to non RSLs	-	-	-	-	-	-	-	-	-
Other activities	-	-	-	15,480	15,480	-	(3,775)	11,705	11,709
<b>Total from other activities – 2019</b>	-	-	-	<b>15,480</b>	<b>15,480</b>	-	<b>(3,775)</b>	<b>11,705</b>	<b>11,709</b>
Total from other activities – 2018	-	-	-	15,673	15,673	-	(3,964)	11,709	



**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

**5. Interest receivable and other income**

	2019	2018
	£	£

Bank interest received	24,629	23,407
	=====	=====

**6. Tax on surplus on ordinary activities**

	2019	2018
	£	£

Current tax	6,903	6,675
Adjustment in respect of previous periods	-	12
Deferred tax – origination and reversal of timing differences	34,042	-
	-----	-----
Total current tax	40,945	6,687
	=====	=====

The Co-operative is a fully mutual Co-operative and as such the Corporation tax charge only relates to non-housing activities.

	2019	2018
	£	£

Factors affecting tax charge for the period:		
Surplus on ordinary activities before tax	128,771	100,444
	-----	-----

Effects of:

Corporation tax calculated at 19% (2018: 19%)	24,466	19,084
Income not chargeable for tax purposes and expenses not deductible	(17,563)	(12,409)
Adjustments in respect of previous periods	-	12
Deferred tax on revalued investment property	34,042	-
	-----	-----
Total tax expense for the year	40,945	6,687
	=====	=====

**7. Employees**

	2019	2018
	£	£

Staff costs during year		
Wages and salaries	133,584	128,860
Social security costs	9,840	9,533
Other pension costs	12,601	11,640
	-----	-----
	156,025	150,033
	=====	=====

During the year past service deficit contributions of £26,263 (2018: £25,521) were paid. Of this payment, £25,475 (2018: £24,733) was a payment in respect of the SHAPS past service deficit liability. The remainder of £788 (2018: £788) was pension management costs which have been included in the pension contributions total included in staff costs above.

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

**7. Employees (continued)**

	<b>2019</b>	2018
	<b>No.</b>	No.
The average number of persons employed		
Administration and maintenance	<b>5</b>	5
of which the average full time equivalent is	<b>4</b>	4

The Directors are defined as the members of the Committee of Management, the Director and any other person reporting directly to the Director or the Committee of Management whose total emoluments exceed £60,000 per year. No individual earned over this total in the year.

	<b>2019</b>	2018
	£	£
Total expenses reimbursed insofar as not chargeable to UK Income Tax:		
Director	-	83
Committee of Management	<b>20</b>	60

Other than the expenses disclosed above, no member of the Co-operative received any remuneration for their services as members of the Committee of Management. No members were employed by the Co-operative in the year.

There were no loans to the Committee members, officers or employees during the year.

Key management personnel consist of the Director and the Housing Officer.

	<b>2019</b>	2018
	£	£
<b>Key management personnel</b>		
Emoluments	<b>86,593</b>	84,358
Employer NI	<b>9,625</b>	9,389
Pension costs	<b>8,183</b>	7,128
	<b>104,401</b>	100,875

**8. Operating surplus for the year**

	<b>2019</b>	2018
	£	£
The operating surplus for the year is stated after charging:		
Depreciation	<b>182,663</b>	176,956
Operating lease rentals – other	<b>865</b>	865
Auditor's remuneration	<b>7,140</b>	6,600
Auditor's remuneration – taxation services	<b>900</b>	471

LISTER HOUSING CO-OPERATIVE LIMITED

NOTES to the FINANCIAL STATEMENTS (continued)

For the year ended 31 March 2019

	Housing properties held for letting £
<b>9. (a) Housing properties</b>	
<b>Cost</b>	
1 April 2018	11,012,458
Additions	248,805
Disposals	(100,000)
	-----
31 March 2019	11,161,263
	-----
<b>Depreciation</b>	
1 April 2018	3,977,103
Charge for the year	182,663
Disposals	(100,000)
	-----
31 March 2019	4,059,766
	-----
<b>Net book value</b>	
31 March 2019	7,101,497
	=====
31 March 2018	7,035,355
	=====

None of the Co-operative's properties were held under lease. In the year £323,701 net of grant was spent on housing properties (2018: £55,352), of this £248,805 (2018: £12,992) was capitalised with the remainder £74,896 net of grant (2018: £42,360) being expensed through the Statement of Comprehensive Income.

A sum of £248,805 related to the replacement of components (2018: £6,847) and £nil related to property improvements (2018: £6,145).

**(b) Other fixed assets**

	Investment property £	Office equipment £	Office equipment £	Garden equipment £	Computer equipment £	Total £
<b>Cost</b>						
1 April 2018	309,600	51,258	14,077	708	4,611	380,254
Prior yr adjust	-	-	(138)	-	-	(138)
	-----	-----	-----	-----	-----	-----
31 March 2019	309,600	51,258	13,939	708	4,611	380,116
	-----	-----	-----	-----	-----	-----
<b>Depreciation</b>						
1 April 2019	-	51,258	14,077	708	4,611	70,654
Charge for year	-	-	-	-	-	-
Prior yr adjust	-	-	(138)	-	-	(138)
	-----	-----	-----	-----	-----	-----
31 March 2019	-	51,258	13,939	708	4,611	70,516
	-----	-----	-----	-----	-----	-----
<b>Net Book Value</b>						
31 March 2019	309,600	-	-	-	-	309,600
	=====	=====	=====	=====	=====	=====
31 March 2018	309,600	-	-	-	-	309,600
	=====	=====	=====	=====	=====	=====

The investment property was revalued as at 1 April 2017 by the Director, Alistair Cant, using the future rentals receivable. No changes to this value were made in the year.

The historical cost of the investment property is £31,235 (2018: £31,235).

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

<b>10. Amounts falling due within one year</b>	<b>2019</b>	<b>2018</b>
	£	£
Rental debtors	<b>20,134</b>	22,684
Provision for bad debts	<b>(4,310)</b>	(6,450)
	-----	-----
	<b>15,824</b>	16,234
Prepayments and accrued income	<b>21,968</b>	19,593
	-----	-----
	<b>37,792</b>	35,827
	=====	=====

There were no amounts falling due after one year.

Movements in the provision for bad debts are included within operating costs.

<b>11. Cash and bank balances</b>	<b>2019</b>	<b>2018</b>
	£	£
Cash in hand and in bank	<b>1,978,283</b>	1,977,336
	=====	=====

<b>12. Creditors: Amounts falling due within one year</b>	<b>2019</b>	<b>2018</b>
	£	£
Corporation tax	<b>6,903</b>	6,687
Other taxes, social security and superannuation	<b>7,491</b>	7,169
Rent in advance	<b>12,401</b>	7,999
Accruals	<b>46,424</b>	28,089
Trade creditors	<b>12,734</b>	9,549
Deferred capital grants (note 14)	<b>82,025</b>	82,275
SHAPS deficit repayment plan (note 17)	<b>24,754</b>	24,033
	-----	-----
	<b>192,732</b>	165,801
	=====	=====

<b>13. Creditors: Amounts falling due after one year</b>	<b>2019</b>	<b>2018</b>
	£	£
Commercial lease – deposit	<b>3,500</b>	3,500
Deferred capital grants (note 14)	<b>5,519,775</b>	5,601,800
SHAPS deficit repayment plan (note 17)	<b>97,246</b>	76,967
	-----	-----
	<b>5,620,521</b>	5,682,267
	=====	=====

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

<b>14. Deferred capital grants</b>	<b>2019</b>	<b>2018</b>
	£	£
Deferred capital grants at 1 April	<b>5,684,075</b>	5,767,350
Released to income in the year	<b>(82,275)</b>	(83,275)
	-----	-----
Deferred capital grants at 31 March	<b>5,601,800</b>	5,684,075
	=====	=====
Split:		
Within one year	<b>82,025</b>	82,275
Within 1 to 2 years	<b>82,025</b>	82,275
Within 2 to 5 years	<b>246,075</b>	246,825
Over 5 years	<b>5,191,675</b>	5,272,700
	-----	-----
Deferred capital grants at 31 March	<b>5,601,800</b>	5,684,075
	=====	=====

**15. Deferred taxation**

	<b>Accelerated capital allowances</b>	<b>Other timing differences</b>	<b>Total</b>
	£	£	£
Provision at 1 April 2018	-	-	-
Charged to statement of comprehensive income	-	34,042	<b>34,042</b>
	-----	-----	-----
Provision at 31 March 2019	-	34,042	<b>34,042</b>
	=====	=====	=====

The reversal of deferred tax assets and liabilities in 2020 is not possible to quantify at this stage as this will depend on the movement in the market value of the investment property.

<b>16. Financial instruments</b>	<b>2019</b>	<b>2018</b>
	£	£
<b>Financial assets</b>		
Cash and cash equivalents	<b>1,978,283</b>	1,977,336
Financial assets measured at amortised cost	<b>29,833</b>	26,437
	-----	-----
	<b>2,008,116</b>	2,003,773
	=====	=====
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	<b>133,892</b>	146,276
	=====	=====

Financial assets measured at amortised cost comprise net rental debtors and accrued income.

Financial liabilities measured at amortised cost comprise trade creditors, accruals and the SHAPS deficit repayments plan.

## LISTER HOUSING CO-OPERATIVE LIMITED

### NOTES to the FINANCIAL STATEMENTS (continued)

#### For the year ended 31 March 2019

#### 17. Pension commitments

The Co-operative participates in the Scottish Housing Associations' Pension Scheme (the Scheme), a multi-employer scheme which provides benefits to some 150 non-associated employers. The Scheme is a defined benefit scheme in the UK.

The Scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The last triennial valuation of the scheme for funding purposes was carried out as at 30 September 2015. This valuation revealed a deficit of £198m. A Recovery Plan has been put in place to eliminate the deficit which runs to 28 February 2022 for the majority of employers, although certain employers have different arrangements.

The Scheme is classified as a 'last-man standing arrangement'. Therefore, the Co-operative is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the Scheme.

For financial years ending on or before 28 February 2019, it has not been possible for the company to obtain sufficient information to enable it to account for the Scheme as a defined benefit scheme, therefore the company has accounted for the Scheme as a defined contribution scheme.

For financial years ending on or after 31 March 2019, it is possible to obtain sufficient information to enable the company to account for the Scheme as a defined benefit scheme.

For accounting purposes, two actuarial valuations for the scheme were carried out with effective dates of 31 March 2018 and 30 September 2018. The liability figures from each valuation are rolled forward to the relevant accounting dates, if applicable, and are used in conjunction with the company's fair share of the Scheme's total assets to calculate the company's net deficit or surplus at the accounting period start and end dates.

#### **Present values of defined benefit obligation, fair value of assets and defined benefit asset/(liability)**

	2019	2018
	£	£
Fair value of plan assets	884,000	799,000
Present value of defined benefit obligation	(1,006,000)	(913,000)
	-----	-----
Defined benefit liability to be recognised	(122,000)	(114,000)
	=====	=====

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

**17. Pension commitments (continued)**

**Reconciliation of opening and closing balances of the defined benefit obligation**

	2019 £
Defined benefit obligation at start of period	(913,000)
Expenses	(1,000)
Interest expense	(23,000)
Actuarial losses due to scheme experience	(15,000)
Actuarial losses due to changes in demographic assumptions	(2,000)
Actuarial losses due to changes in financial assumptions	(53,000)
Benefits paid and expenses	1,000
	-----
Defined benefit obligation at end of period	(1,006,000)
	=====

**Reconciliation of opening and closing balances of the fair value of plan assets**

	2019 £
Fair value of plan assets at start of period	799,000
Interest income	21,000
Experience on plan assets (excluding amounts included in interest income) - gain	40,000
Contributions by the employer	25,000
Benefits paid and expenses	(1,000)
	-----
Fair value of plan assets at end of period	884,000
	=====

The actual return on the plan assets (including any changes in share of assets) over the period ended 31 March 2019 was £61,000.

**Defined benefit costs recognised in statement of comprehensive income**

	2019 £
Expenses	(1,000)
Net interest expense	(2,000)
	-----
Defined benefit costs recognised in statement of comprehensive income	(3,000)
	=====

**Defined benefit costs recognised in other comprehensive income**

	2019 £
Experience on plan assets (excluding amounts included in net interest cost) - gain	40,000
Experience gains and losses arising on the plan liabilities - loss	(15,000)
Effects of changes in the demographic assumptions underlying the present value of the defined benefit obligation - loss	(2,000)
Effects of changes in the financial assumptions underlying the present value of the defined benefit obligation - (loss)	(53,000)
	-----
Total amount recognised in other comprehensive income - (loss)	(30,000)
	=====

**LISTER HOUSING CO-OPERATIVE LIMITED**

**NOTES to the FINANCIAL STATEMENTS (continued)**

**For the year ended 31 March 2019**

**17. Pension commitments (continued)**

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Scheme. The debt is due in the event of the employer ceasing to participate in the Scheme or the Scheme winding up. The debt for the Scheme as a whole is calculated by comparing the liabilities for the Scheme (calculated on a buyout basis i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Scheme. If the liabilities exceed assets there is a buy-out debt.

The leaving employer's share of the buy-out debt is the proportion of the Scheme's liability attributable to employment with the leaving employer compared to the total amount of the Scheme's liabilities (relating to employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any "orphan" liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Scheme liabilities, Scheme investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

The Co-operative has been notified by the Pensions Trust of the estimated employer debt on withdrawal from the Scheme based on the financial position of the Scheme as at 30 September 2017. As of this date the estimated employer debt for the Co-operative is £770,897 (as at 30 September 2016: £1,022,578).

<b>18. Share capital</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Shares of £1 fully paid and issued at beginning of year	<b>252</b>	256
Shares issued during year	<b>8</b>	8
Shares cancelled in year	<b>(7)</b>	(12)
	-----	-----
Shares issued at end of year	<b>253</b>	252
	=====	=====

Each member of the Co-operative holds one share of £1 in the Co-operative. These shares carry no rights to dividend or distributions on a winding up. When a shareholder ceases to be a member, that person's share is cancelled and the amount paid thereon becomes the property of the Co-operative. Each member has a right to vote at members' meetings.

<b>19. Net cash flow from operating activities</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Surplus for the year	<b>69,826</b>	123,357
<b>Adjustments for non-cash items:</b>		
Taxation	<b>40,945</b>	6,687
Depreciation tangible fixed assets	<b>182,663</b>	176,956
Decrease/(increase) in debtors	<b>(1,965)</b>	1,733
(Decrease)/increase in creditors	<b>26,535</b>	7,538
Increase/(decrease) in post-employment benefit obligations	<b>21,000</b>	(25,000)
Release of deferred capital grants	<b>(82,275)</b>	(83,275)
Assets Revaluation	-	(29,600)
<b>Adjustments for investing and financing activities</b>		
Interest received	<b>(24,629)</b>	(23,407)
	-----	-----
Net cash inflow from operating activities	<b>232,100</b>	154,989
	=====	=====



# LISTER HOUSING CO-OPERATIVE LIMITED

## NOTES to the FINANCIAL STATEMENTS (continued)

### For the year ended 31 March 2019

#### 20. Capital commitments

Amounts contracted for but not provided in the financial statements amounted to £nil (2018: £nil). Amounts authorised by the Committee of Management but not contracted for amounted to £nil (2018: £nil).

#### 21. Financial commitments

At 31 March 2019 the Co-operative had future minimum lease payments under non-cancellable operating leases as set out below:

	<b>Other 2019 £</b>	Other 2018 £
Operating leases payable:		
Within one year	<b>865</b>	866
Between one and five years	<b>1,223</b>	1,729
	<b>2,088</b>	2,595
	=====	=====

#### 22. Contingent liabilities

At 31 March 2019 apart from the matter outlined in Note 17 on Pension commitments, the Co-operative had £nil contingent liabilities (2017: £nil).

#### 23. Housing stock

The number of units in management at 31 March 2019 was as follows:

	<b>2019 £</b>	2018 £
<b>General Housing Needs</b>		
Rehabilitation	<b>171</b>	171
New build	<b>14</b>	14
	<b>185</b>	185
	=====	=====

There is no Supported or Shared ownership accommodation.

There are no units managed by other bodies.

#### 24. Related party transactions

All members of the Committee of Management are also tenants of the Co-operative. The tenancies of these members are on Scottish Secure Tenancy terms. The total rent received in the year relating to tenant Board members is £47,287 (2018: £41,098). The total rent arrears relating to tenant Board members included within debtors at the year-end is £20 (2018: £25).