



Housing Europe General Assembly 2016

14 September 2016
Geneva, Switzerland

Dossier (September 2016 version)



Wednesday, 14 September 2016 – Housing Europe meeting

Housing Europe General Assembly 2016 & IGNITE strategy formulation session

Venue: UN Palais des Nations, 1211 Geneva, Room

Time: 14.00 – 18.00

Followed by a Housing Europe Networking Cocktail

Draft Agenda

14.00 – 15:30 statutory part

16.00 Housing Europe Strategy 2017 – 2020 – 2030:

IGNITE strategy formulation session with presentations from each Housing Europe Member

Draft Agenda

14:00 - 15:30	<p>General Assembly – statutory meeting – chaired by M. Marc Calon, President of Housing Europe</p> <ol style="list-style-type: none"> 1. Opening and approval of the draft agenda – <i>for approval</i> 2. Draft minutes of the GA meeting of 2015, Lisbon – <i>for approval (page 4)</i> 3. Housing Europe Statement on Brexit – <i>for approval (page 8)</i> 4. Activity report– for information (Yearbook 2015 booklet & powerpoint) 5. Initial outcome of General Survey 2016
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	<p>(page 9)</p> <ol style="list-style-type: none"> 6. Financial Report 2015 and of Auditor's Report; granting discharge to Treasurer, President and Secretary General – <i>for approval (page9)</i> 7. Revised budget 2016 – <i>for approval (see separate document)</i> 8. Proposal of the Board regarding fees 2016 for individual members – <i>for approval (page 15)</i> 9. Elections (page 16) <ul style="list-style-type: none"> - Nomination of new member of election committee; - Nomination of 3 members of the Board/approval of the proposal of the Election Committee - Nomination of new Vice-President - Nomination of new representative of Housing Europe on board of Cooperatives Europe 10. Presentation and admission of new members/partners – <i>for approval (page 18)</i> 11. Internal and external communications – (see presentations) 12. Policy developments & forthcoming priorities by the Chairs of the Committee (see presentations) 13. Follow-up to UNECE conference, proposal on Housing Europe Experts Network (page 24) 14. Proposed new rules of procedure (page 25) – <i>for approval</i> 15. Calendar of meetings and proposals for GA 2016, 2017 and 2018 (page 29) 16. Any other business
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16.00 Housing Europe Strategy 2017 – 2020 – 2030:

IGNITE strategy formulation session with presentations from
each Housing Europe Member

18:00: Housing Europe Networking Cocktail



Minutes of the General Assembly 2015

**CECODHAS Housing Europe
General assembly meetings
4th July 2014
Lisbon, Portugal**

1) Marc Calon opened the meeting and then informed the GA about an unexpected issue related to Board member Pierre Pribetich who informed him about his resignation in the morning of 2 July 2015, due to other engagements within his own organization. The Election Committee was given a mandate by the GA to take appropriate steps to fill this vacant seat in the Board. After this addition the draft agenda was approved

Approval of the draft agenda -approved

2. Approval of the draft minutes of the GA meeting of July 4th 2014, Versailles – approved (page 7)

3. Activity report– for information (power point presentation)

4. Approval of Financial Report 2014 and of Auditor's Report; granting discharge to Treasurer, President and Secretary General – approved (page 17)

5. Approval of the proposal of the Board regarding the reduction of fees 2015 for individual members – approved (page 22)

6. Approval of a rule of procedure regarding the payment of the fees –approved (page 25)

7. Approval of revised budget 2015 and draft budget 2016 – approved (page 23)

8. Election of 3 members of the Board/approval of the proposal of the Election Committee

M. Daniel Biard, Board member of the French Federation of the Social Housing Entreprises (ESH)

M. John McPeake, Board member of the Northern Ireland Federation of Housing Association (NIFHA)

M. Marten Lilja, Board member of the Swedish housing cooperative federation, Riksbyggen



9. Federcasa raised an issue at that point asking for a reduction in fees, because their budget has been reduced dramatically. A majority of the GA rejected the oral request. David Orr, president of the NHF, explained that this does not mean lack of interest or understanding but that the GA has insufficient information for a proper appraisal of the request.

9. Presentation and admission of new members – The National Housing Agency of Albania membership is approved

Some key figures about Albania:

- 28 % of the houses are non-habituated, 70 % occupied
- In the urban areas there are 540 000 households (17 % more than in the rural areas)
- 72% of the houses are owned by the population without loan
- 5,65 % of houses are for rent
- 2004-housing policy reform and the transition lasted until 2011
- NHA mission is to provide affordable housing for low and mid-income families

10. Update on internal and external communications-presentation of Michalis Goudis

Development in the communicational side of Housing Europe:

- Changed name and logo
- Bi-weekly newsletter (1000 recipients), website-policy developments, calls for proposals, blog-articles by HE staff and Members
- Strong impact of the new publication 'State of Housing'-different journals such as Politico, Economie, and le Tribune commented on the publication in different articles.
- The HE Secretariat is working on two levels: defining the new communication plan and presenting the organization at conferences, events
- HE Communication Network was established in May 2015 with 11 members whose goal is to better coordinate the communication activities and the responsible housing campaign
- Role of the social media-on Facebook, twitter and LinkedIn the voice of HE has been increasing (1 710 followers on twitter)
- very important message to Members: Michalis expects the members' feedback about the website, blog and the new communication strategies



11. Policy developments by the Chairs of the Committee

Johanna Ode, Chair of Energy, Construction, Standardization Committee

Key points of the recent work of the Committee:

- Revision and implementation of existing legislative framework (discussion results NZEC project on cost effectiveness, Committee collected members' experience on metering)
- About the Energy and climate policy framework towards 2030, a communication from the Secretariat was adopted
- participation of the steering group to the EC initiative on sustainable buildings
- discussion on eco design requirements for boilers and follow up of the asbestos case

Özgür Öner, Chair of Urban Affairs

Key points of the recent work of the Committee:

- close monitoring of the European Structural and Investment Funds on a local level
- contribution to the consultation on Urban Agenda (affordable housing amongst the key fields for inclusive cities)
- observation of the limits of ICT use-smart cities
- exchange of experience on management of large social housing estate

Gene Clayton, Chair of Economics, Finance and Internal Market

Key points of the recent work of the Committee:

- Big topic in the current semester and the coming semester is the long-term financing of the European economy (measuring social value of investment on affordable housing)
- Organisation of an information session in March with a Commission official on public procurement
- HE has a continuous exchange with the European Commission on the CSR and the Secretariat is planning to prepare a toolkit for members
- In the second semester of 2015 HE will be preparing its contribution to the revision of the SGEI decision



- In line with the SGEI decision, contribution to the 'better regulation initiative' of Timmermans
- Result of the advocacy work towards the European Parliament: exclusion of the SGEI from the scope of TTIP

Laurent Ghekiere, Chair of Housing Europe Observatory

Key points of the recent work of the Committee:

- The committee established a bi-annual State of Housing report (launch on 5 May 2015) which resulted in a multiple press articles on EU level.
- Organisation of a Match-making event between ENHR and Housing Europe in Lisbon with the aim of creating synergies with a focus on applied research
- The Committee is planning to connect with DG Research of the European Commission to take inputs to the EU research Agenda
- During the second semester the Committee will be exploring potential resources to finance the activities

Jão Carvalho, Chair of Social Affairs

Key points of the recent work and plans of the Committee:

- The Committee will prepare a position on the Initiative of 'Fight against discrimination and accessibility to disabled people'
- Fight against housing exclusion-Continuous support by housing providers, ELOSH project on training the social housing staff to help them work with vulnerable groups
- With the help of University of Cambridge, contribution to youth employment and labour mobility
- The role of housing in health prevention (follow-up of the Social investment Package) should be developed in the second semester-Albanian Member suggests to contact WHO
- The Committee needs exchange of good practices from Members to compile in a publication at the end of the year

12. Calendar of meetings and proposals for GA 2016 and 2017 (page 32)-approved (next GA will be organized on 14-15 September 2016 in Geneva)



Housing Europe Statement on Brexit – for approval

It is very difficult to predict the different scenarios resulting from the Brexit as for now UK is still a member of the EU and will be for at least 2 years and maybe more since the implementation of Article 50 will most likely not begin in the near future. Our UK members are a valued part of the European Housing Community and therefore despite the lack of certainties as regards EU membership, it is vital to send a signal from Housing Europe Members to confirm that we are eager to continue collaboration and partnership with our UK colleagues within Housing Europe and to this end are open to adapt the statutes of the association, should that be necessary, to allow British members to remain full members of Housing Europe.

Initial outcome of General Survey 2016

Housing Europe Observatory is a research unit the Housing Europe responsible for monitoring trends in social housing in Europe. Its purpose is to gather, analyse and disseminate knowledge on policy and practice with regard to provision of affordable housing. Every two years, the Housing Europe Observatory runs the General Survey. The objective of the Survey is to collect data and to analyse key dynamics guiding the development of social housing sector across Europe. The General Survey is necessary for Housing Europe and its members to fully comprehend regional differences in the provision of social housing in Europe. Since the General Survey allows assessing how changes in the EU legislation affect objectives and practices of social housing, Housing Europe can take informed decisions regarding its lobbying strategy. Issues tackled in the survey include tenure and legal status of housing providers, volume of their housing stock, members' activities, funding sources for new construction and renovation, rents and costs, social housing allocation criteria, tenant profiles and others.

The initial results of the survey will be presented to the GA



Financial report 2015

	BUDGET 2015 (revised)	FINAL 2015		
	TOTAL	CORE	PROJECTS	TOTAL
INCOME				
Membership fees	535,600.00	490,178.00	-	490,178.00
Associate & Partners	13,400.00	13,400.00		13,400.00
Allocation to projects	-	(11,059.57)	11,059.27	(0.30)
Office sharing	58,000.00	46,935.98	-	46,935.98
Expertise / Studies	5,000.00	16,850.00	-	16,850.00
Project	118,000.00	-	59,639.60	59,639.60
Fundraising (including from members)	5,000.00	1,081.23	-	1,081.23
Exceptional income	-	995.41	12,480.26	13,475.67
TOTAL	735,000.00	558,381.05	83,179.13	641,560.18
EXPENDITURE				
Staff costs	380,000.00	309,685.73	50,109.72	359,795.45
Office & operating costs	155,000.00	127,424.11	20,254.25	147,678.36
Communication	75,000.00	26,572.32	7,914.96	34,487.28
Membership/Partnership	10,000.00	9,239.93	-	9,239.93
Meeting costs	75,000.00	19,282.65	5,454.47	24,737.12
Travel expenses	40,000.00	8,762.01	8,538.89	17,300.90
Exceptional charges	-	47,619.34	-	47,619.34
TOTAL	735,000.00	548,586.09	92,272.29	640,858.38
TOTAL INDIRECT COSTS TO PROJECTS		8,912.29	(8,912.29)	
SURPLUS / SHORTFALL (in €)	-	882.67	(180.87)	701.80



Assets & liabilities - balance sheet 2015-2014-2013

ASSETS	2015	2014	2013
Financial assets	113.555,58 €	113.509,35 €	113.208,77 €
Total of receivable	237.397,97 €	802.722,76 €	804.018,51 €
<i>Receivable from members</i>	67.235,03 €	85.198,64 €	64.531,05 €
<i>EC subsidy to be received</i>	155.497,60 €	695.776,56 €	725.025,83 €
<i>Other accounts receivable</i>	14.665,34 €	21.747,56 €	14.461,63 €
Cash at bank	375.103,28 €	64.646,94 €	552.630,84 €
Accruals	15.369,87 €	17.743,66 €	16.493,33 €
TOTAL ASSETS	741.426,70 €	998.622,71 €	1.486.351,45 €

LIABILITIES	2015	2014	2013
<i>Reserves</i>	47.821,00 €	47.821,00 €	47.821,00 €
<i>Carried over</i>	56.950,10 €	49.493,33 €	49.097,42 €
<i>Profit and loss for current period</i>	701,80 €	7.456,77 €	395,91 €
Total reserves	105.472,90 €	104.771,10 €	97.314,33 €
<i>Social Funds provision</i>	30.000,00 €	30.000,00 €	30.000,00 €
<i>Provisions for unpaid fees</i>	40.458,00 €	41.674,00 €	34.771,00 €
<i>Other provisions</i>	118.697,99 €	100.697,99 €	95.497,99 €
Total provisions	189.155,99 €	172.371,99 €	160.268,99 €
<i>Suppliers</i>	45.966,63 €	80.331,98 €	52.716,88 €
<i>EC subsidy to be differed</i>	356.240,24 €	590.260,28 €	1.131.137,85 €
<i>Taxes & social debts</i>	44.590,94 €	50.782,86 €	44.836,98 €
<i>Other</i>	- €	104,50 €	76,42 €
Total amount payable	446.797,81 €	721.479,62 €	1.228.768,13 €
TOTAL LIABILITIES	741.426,70 €	998.622,71 €	1.486.351,45 €



Profit & loss 2015 - 2014 - 2013

INCOMES	2015	2014	2013
Membership fees	490.178,00 €	481.877,00 €	474.133,00 €
Associate members fees	13.400,00 €	- €	14.083,00 €
Contribution to rental costs	47.515,03 €	50.323,70 €	46.415,27 €
Projects	76.489,60 €	149.369,57 €	141.334,66 €
Financial income	77,43 €	1.734,24 €	1.306,34 €
Other income	13.900,42 €	28.206,13 €	61.206,71 €
TOTAL INCOMES	641.560,48 €	711.510,64 €	738.478,98 €

EXPENDITURES	2015	2014	2013
Brussels office cost	437.109,84 €	417.422,51 €	407.634,92 €
Working Group costs			
Projects	92.272,29 €	211.107,37 €	176.404,22 €
Publications and campaign material External membership fees and annual subscriptions	35.812,25 €	18.972,51 €	55.021,00 €
Sections		- €	3.500,00 €
Room hire, technical costs Interpreters	19.282,65 €	28.464,35 €	57.014,62 €
Travel expenses	8.762,01 €	15.484,13 €	22.873,31 €
Moving into new offices			
Provision for unpaid fees		24.671,00 €	25.271,00 €
Provision for projects	18.000,00 €		
Provision for unpaid fees	34.812,00 €		
Social funds provision			
Provision for activities		5.200,00 €	66.455,59 €
Deferral Provisions move new offices*	29.042,40 €		
Written off provisions for debts			
Written off provisions (unpaid fees/move)	- 65.070,40 €	- 17.268,00 €	- 76.091,59 €
Exceptional charges on previous year	29.043,35 €		
Other exceptional charges	1.791,99 €		



Operating Result	702,10 €	7.456,77 €	395,91 €
TOTAL EXPENDITURES	641.560,48 €	711.510,64 €	738.478,98 €



Auditor's report

RAPPORT DE VERIFICATION SUR LES COMPTES DU CECODHAS ARRETES

**AU 31/12/2015 PRESENTES A L'ASSEMBLEE GENERALE DU
CECODHAS**

LE 14 SEPTEMBRE 2016.

Conformément à la mission qui nous a été confiée, nous avons l'honneur de vous présenter notre rapport de vérification sur les comptes du CECODHAS au 31/12/2015.

Nous avons procédé à la vérification des comptes annuels au 31/12/2015 dont le total du bilan s'élève à 741.426,70 EUR et dont le compte de résultats se solde par un bénéfice de l'exercice de 701,80 EUR.

Nos interlocuteurs, la Secrétaire générale, le Trésorier et les préposés à la comptabilité, ont répondu avec clarté à nos demandes d'explications et d'informations.

Nous avons procédé à un contrôle des pièces justificatives qui nous ont été transmises. Nous avons examiné par sondages la justification des montants figurant dans les comptes annuels. Nous avons évalué le bien fondé des règles d'évaluation et des estimations comptables significatives par rapport aux règles actuellement en vigueur au CECODHAS, ainsi que la présentation des comptes annuels dans son ensemble. Nous considérons que ces travaux fournissent une assurance raisonnable et suffisante à l'expression de notre opinion.

Par ailleurs, nous n'avons constaté aucune opération conclue en violation des statuts.

A notre avis, les comptes annuels clos le 31/12/2015 donnent une image fidèle du patrimoine, de la situation financière et des résultats du CECODHAS.

Charleroi, le 19 juillet 2016.

Nathalie MARCHANT,
Vérificateur aux comptes.



ENGLISH VERSION :

Auditors' report on the CECODHAS financial statements at 31/12/2015, presented to the General Assembly on 14 September 2016

In accordance with the mission entrusted to us, we have the honour of presenting you with our auditors' report on the CECODHAS financial statements at 31/12/2015.

We have audited the annual accounts as of 31/12/2015. The accounts showed a balance of 741,426,70 EUR and the income and expenditure accounts generated financial year profits of 701,80 EUR.

The people we discussed these matters with, namely the Secretary General, the Treasurer and the members of staff responsible for the accounts, all provided clear responses to our requests for explanations and information.

We have audited the support documentation submitted to us. We have examined a selection of samples of the support documents used to substantiate the amounts recorded in the financial statements. We have evaluated the appropriateness of the evaluation regulations and major accounting estimates compared to the regulations currently in force within CECODHAS, as well as the presentation of the overall financial statements. We believe that the work we have carried out represents a sufficient and reasonable basis on which we are able to express our opinion.

Furthermore, we have not detected any operation that has carried been out in breach of the statutes.

In our opinion, we believe that the financial statements for the year ending 31 December 2015 provide a realistic reflection of the assets, financial situation and results of CECODHAS.

Signed by Nathalie MARCHANT, auditor
Charleroi, 19 July 2016



Approval of the proposal of the Board regarding the reduction of fees 2016 for individual members

Formal requests received by the Board	Opinion of the Board	Justification of the opinion of the Board
The Alliance of Italian Cooperatives – Housing is a merger between Legacoop Abitanti, Federabitazione Confcooperative and AGCI	Favourable	The Alliance of Italian Cooperatives – Housing is a merger between Legacoop Abitanti, Federabitazione Confcooperative and AGCI provided enough evidence of the exceptional nature of the situation
CECODHAS Portugal	Favourable	CECODHAS Portugal has provided enough evidence of the exceptional nature of the situation
AVS, Spanish Public Housing Federation	Favourable	AVS has provided enough evidence of the exceptional nature of the situation
Concovi, Spanish cooperative Federation	Favourable	Concovi has provided enough evidence of the exceptional nature of the situation

Non payment with no formal request received or late request:

SCMBD, Cooperative Federation Czech Republic: No news
TBS, Poland, Polish social housing association providing access to shared equity ownership.
ZSRSM, Polish Cooperative Organisation
FEDERCASA



Revised budget 2016 and draft budget 2017 – see separate document

Elections

Proposal of new member of election committee

Luciano Caffini has retired and also stepped down as member of the election committee. Following a discussion between its members, the board proposes João Carvalhosa, CECODHAS Portugal as replacement of Luciano within the election committee.

Proposal of new Vice-President

The board proposes board member Daniel Biard, USH, France replaces former board member Pierre Pribetich, USH, France as one of two Vice-Presidents of Housing Europe.

Proposal by the Election Committee regarding the election of 3 Board members for the term 2015-2018

The Election Committee, following a call sent to all members, proposes the following candidates for continuation as Board members from 2016 until 2019:

M. Marco Corradi, from the Italian social housing federation, Federcasa

M. Andres Jaadla, from the Estonian Housing Federation, EKYL

M. Bent Madsen, from the Danish Social Housing Federation, BL

Justification:

- The candidates have shown great involvement and expertise during their first year in the board.
- The situation of having a two-year period for three of the board members, instead of the regular three, is exceptional and due to the introduction of the rolling board structure.
- Since this is the second year of the new board the renewal of their mandates would be valuable to ensure certain continuity within the board.



Relevant articles in the Statutes of Housing Europe
Art.14

*(...) **Members** of the Board are elected by the General assembly on the proposal of the election Committee.*

*(...) **All elected position (including positions as described in article 14b and 15) are open to representatives of organizations in order with the payment of their fee and fulfilling their members' obligation.***

Art.14b

An Election Committee consisting of the president and three members representing the diversity of membership is created to prepare the election of the President and members of the Board by proposing names to the General Assembly vote. It also proposes persons to chair the Working Committees. It seeks to ensure that the diversity of membership in size and geographic and organisational characteristics are fairly represented. It proposes and reviews the candidatures to the Board and for Presidency and chairs and forwards them to the General Assembly without acting as a filter, in full transparency. The Election Committee shall motivate its advice to the General Assembly.

The Election Committee is elected by the General Assembly together with the Board and for the same period and will prepare the next elections (each year a third of the Board is reviewed, and every three years the President and Chairs). Except for the President, the members of the Election Committee are not members of the Board and they cannot be candidate. In case a member of the Board is not able to fulfill the end of her/his mandate, the Election committee proposes a new member to the General assembly for the remaining period of her/his mandate.

If the President wants to stand for a position in the next period, it shall not chair the election Committee neither be a member of, and the Committee shall be chaired by one of the Vice-Presidents.



Proposal of the Board regarding the admission of new members & partners

Applicant: The 'Association of Flemish Social Housing Companies' application form for Membership to Housing Europe

Requested status: full member

Opinion of the Board: The Board has a favourable opinion and agrees with the membership request.

Application in full:

Name of the organisation: Vereniging van Vlaams Huisvestingsmaatschappijen (VVH)

(would translate as 'Association of Flemish Social Housing Companies')

Date of Foundation: 1989

Contact details:

Vereniging van Vlaamse Huisvestingsmaatschappijen vzw

Evert Larockstraat 6

2020 Antwerpen

Tel: 03/281.15.81 Fax: 03/230.60.56

Mail: info@vvh.be

Website: www.vvh.be (we are developing a new website at this moment)

Full Names of:

General Manager: Björn Mallants

(Chairman of the Board) - President: Fons Kockx

Person responsible for International Relations: Björn Mallants

Contact person for Housing Europe: Sven van Elst

Status of the executive members of the organisation: President, Chairman of the Board of Directors, General Manager:

General Manager (and Member of the Board) Björn Mallants - employee of VVH

President (and Chairman of the Board Fons Kockx) - retired, member of the Board of SHM (social housing company) 'De Ideale Woning'



All other members of the Board are (Vice-)President or Director of the member SHM's (social housing companies)

Role and tasks of the organisation:

Representative umbrella organisation of the Flemish social housing companies (88 out of 90 are full member, representing 99.5 % of rental dwellings).

Three main tasks

1° VVH is a member-organisation: we exist for and by our members. We organise exchange of knowledge, training, model documents,...

2° VVH protects the interest of its members, through networking, lobbying,... and represents the social housing sector as member of the Vlaamse Woonraad (Flemish Housing Council) and the SARO (Flemish Spatial Planning Council), as president of het Vlaamse Overlegplatform Sociaal Wonen (Flemish Social Housingplatform), as member of the Beoordelingscommissie (Planning Committee Sociale Housing),... VVH also represents its members in Paritair Comité 339 (social dialogue committee 339 for social housing with representatives from the employees - unions - and the employers - VVH for Flanders which can make CAO's - binding collective work-agreements).

3° VVH focuses on communication about social housing in Flanders, internally as well as externally.

Number of paid staff in the national or regional organisation: 5

Number of paid staff for all member organisations of the national (or regional) organisation: approximately 2000

Number of members and statutes: 88 (out of a total of 90) full members (additionally 10 out of 10 members of the social housing companies that only build owner-occupied dwellings are member of VLEM, that is also supported by the VVH-staff)

If applicable, total number of constructed dwellings; rental dwellings, owner-occupied dwellings:

By our members

until 1989:

180.683 rental dwellings constructed (64.107 later sold)

approximately 56.000 owner-occupied dwellings constructed

1989-present:



approximately 1.750 (average) rental dwellings constructed a year: total 47.250 (so that makes approximately 14.000 later sold)

approximately 750 (average) owner-occupied dwellings constructed a year: total 20.250 (in addition: we provide social mortgage loans. Until 1989 45.775, 1989-present: approximately 1.750 (average) a year: total 47.250)

Total number of managed dwelling units: by our members 150.000

Annual activities for the last five years preceding the application for membership:
number of rental dwellings, number of owner-occupied dwellings, number of modernized dwelling units:

By our members; constructed rental dwellings

2011	2012	2013	2014	2015
1977	1964	1636	2218	2661
				10456

By our members: constructed owner-occupied dwellings

2011	2012	2013	2014	2015
485	644	561	975	825
				3490

By our members: modernized dwellings

2010-2014 (most recent data)

13.422 houses an 6.875 apartments (total of 20.297 brought up with the Vlaams Energierenovatieprogramma 2020 guidelines) - more 'general' modernization of other aspects not systematically recorded

Geographic area of operation (national/regional..): Flanders

List of activities apart from housing (tourism, construction of office buildings, craftsmen's workshops, community facilities, etc):

none



Applicant: The Technological Educational Institute of Athens

Requested status: partner

Opinion of the Board: The Board has a favourable opinion

Letter of application : see below



HELLENIC REPUBLIC

Technological Education Institution of Athens

Department of Business Administration

Ag. Spyridonos, 12 210 Aigaleo

www.teiath.gr/

To

Ms. Sorch Edwards

Secretary General

HOUSING EUROPE

The European Federation of Public, Cooperative & Social Housing

18, Square de Meeûs, 1050, Brussels

Aigaleo, 1.3.2016

Dear Ms. Edwards,

It is with great pleasure to inform you about the strong interest of the **Technological Educational Institute of Athens** to cooperate with the network of **HOUSING EUROPE** as a Partner from Greece. We are the largest of all Technological Educational Institutes in Greece, and we are committed to disciplinary excellence – across the health; physical and life sciences; the social sciences, and engineering professions – and interdisciplinary research that will benefit society on a national and global scale.

We want to share with you a common vision of a Europe that provides access to decent and affordable housing for all in communities which are socially, economically and environmentally sustainable and where all are enabled to reach their full potential. In this context, we are involved in the development of sound housing policies in Greece, as a partner of the Government to design - for the very first time against a difficult financial background - the **National Strategy to prevent and combat the lack of**



housing and the **National Social Housing Strategy**. A brief memo about our work in this area is attached.

Do not hesitate to contact me for further details.

Kind regards,

Dr. Gabriel Amitsis

Associate Professor of Social Security Law
tel. +30 6973 207806 / fax +30 22990 25881



Update on internal and external communications – for information (powerpoint)

Policy developments & forthcoming priorities by the Chairs of the Committee – for information_ (powerpoint)

Follow-up to UNECE conference:

Proposal on Ad-hoc enlargement/housing experts committee to support development of housing policy and representation in countries in transition.



Proposed new rules of procedure – for approval

RULES OF PROCEDURE

The present rules of procedure constitute a supplement to the statutes of the Association. They are to be proposed to the General Assembly of Geneva, 14 September 2016.

ARTICLE 1 - ADMISSION OF NEW MEMBERS

[1] New members shall be admitted by the General Assembly as provided for in the specified regulations of the statutes (article 5).

[2] Candidates for membership shall be presented to the General Assembly by the President of HOUSING EUROPE after the Board has reviewed the application dossiers.

Dossiers must contain the following information in the working language of HOUSING EUROPE:

- statutes of the organization;
- date of foundation;
- detailed organizational chart;
- address, telephone, fax;
- full names of the President, Chairman of the Board of Directors, person responsible for international relations, contact person(s) for HOUSING EUROPE;
- status of the executive members of the organization: President, steering committee, board of directors, general manager;
- role and tasks of the organization;
- number of paid staff in the national (or regional) organization;
- if applicable, number of paid staff for all member organizations of the national (or regional) organization;
- number of members and statutes;
- if applicable, total number of constructed dwellings: rental dwellings, owner-occupied dwellings;
- if applicable, total number of managed dwelling units;
- if applicable, annual activities for the last five years preceding the application for membership: number of rental dwellings, number of owner-occupied dwellings, number of modernized dwelling units;
- geographic area of operation;
- list of activities apart from housing (tourism, construction of office buildings, craftsmen's workshops, community facilities etc.).
- Summary of recent yearly financial statements

[3] The procedure for the admission of new members, associate members and partners is the following:

- after an introductory letter the applicant organization will compile a complete file according to the above mentioned procedure for full membership
- this file will be submitted to the board for consideration and if accepted submitted for approval to the General Assembly
- a representative from the organization will take part in the General Assembly to give more information about housing in his country, in general, (if it concerns a newly represented country) and, in particular, about the organization.

[4] Admission will become effective after the membership or partnership fee has been paid.

ARTICLE 2 - DURATION OF THE MANDATES

[1] In accordance with article 13 and 15 of the statutes, the mandates of the President, Vice-President, and Committee Chairs will last for three years.

If for any reason the President cannot exercise his mandate to the full, the mandate shall be temporarily carried out by one of the Vice-Presidents, selected by the election committee, until



the next General Assembly. The same assembly will elect a new President, based on a proposal by the election committee, for a period of three years. This clarifies the procedure in article 14b of the statutes which can only be applicable to other board members because they are not replaced by a vice-president.

[2] The President of HOUSING EUROPE and the Chairs of the Committees must be chosen from full members. The President and Vice-Presidents of HOUSING EUROPE are members of the board.

[3] The mandates for the Chairs of the Committees are renewable.

[4] The duration of the mandate of board members is three years, it is renewable.

Mandates of Chairs and Vice-Chairs of the Committees elected or designated in replacement of the person in charge who has demitted, are fixed for a duration of three years.

ARTICLE 3 - REPRESENTATION OF HOUSING EUROPE

[1] In accordance with article 13 of the statutes, the President shall be charged with representing HOUSING EUROPE.

He may delegate a Vice-President or a member of the Board to substitute for him.

[2] The General Secretary represents the organisation under his/her sole signature in all acts of day-to-day management of the association.

All documents binding the association, except special powers of attorney shall be signed by the President or the Secretary General.

[3] For matters concerning specific interests of the Committees, the President of HOUSING EUROPE may delegate the concerned Committee's chairman.

[4] The Chairs of the Committees are required to keep the President regularly informed of their work.

ARTICLE 4 – BOARD

[1] The Association is managed by a Board made up of the President and eight members.

[2] Committee Chairs may take part in Board meetings on a consultative basis.

[3] The only people who have the right to vote in Board meetings are those mentioned in paragraph [1] above and whose organisation have paid their subscription.

[5] Without prejudicing the measures in paragraph [3] above, members of the Board may be assisted in meetings by one person.

[6] Without prejudicing the powers with which it is invested through the statutes, the Board determines the objectives and strategy for Housing Europe and the general guidelines for the operation of the organization to be implemented by the General Secretary under the supervision of the board in accordance with article 16 of the statutes.

ARTICLE 5 – ELECTION COMMITTEE

The main task of the Election Committee is to prepare the election of the President, members of the Board and Committee chairs by proposing names to the General Assembly vote.

ARTICLE 6 – GENERAL SECRETARY - SECRETARIAT

[1] The General Secretary will work under the direction and authority of the President and will represent the President at his request and when necessary.

[2] The General Secretary will manage the work of the secretariat and in this capacity shall:

- ☐ make persons, institutions and other parties aware of the HOUSING EUROPE standpoints in such a way that they can exert their influence on community policies, directives still to be issued or funding to be granted.

- ☐ systematically collect information, documentation and publications that may be of interest to members of HOUSING EUROPE. The General Secretary will evaluate what is collected and indicate whether and how HOUSING EUROPE's members should use it.

- ☐ At the request of the President or on his own initiative, prepare reports about issues, developments or views that are taking place in and around the European institutions that may be of importance to HOUSING EUROPE's members.



- ☐ Carry out the secretarial needs of current or future Committees.
- ☐ Where possible, advise association members during individual consultations with E.U. authorities.

On the administrative level, the General Secretary shall

- ☐ direct and coordinate the administrative tasks of the secretariat
- ☐ supervise the logistical organisation of official meetings and events (in conjunction with the members from the host country).
- ☐ take on the daily financial management of the Association, under the authority of the treasurer. In this capacity, the General Secretary is authorised to make any payment not exceeding 10 000 euros, using his sole signature. Any expense over the said amount requires the signature of the treasurer.

The aforementioned amount of 10 000 euros may be increased by the simple decision of the Board subject to a majority of the votes of those present or represented.

ARTICLE 7 - EXECUTION OF THE BUDGET

[1] The President is charged with the execution of the budget approved by the General Assembly.

[2] Any transfer of a budget item to a different heading requires the agreement of the President and the Treasurer.

[3] The budget covers the following expenses in particular:

- ☐ The organization of the annual General Assemblies and of Board meetings. Expenditure shall be related to the following items:

- conference facilities
- duplication of publications & documents related to the agenda
- other event related costs

- ☐ The organization of three meetings per year of the Committees.

These meetings shall be combined with a meeting of the Board or the General Assembly.

[4] The expenditure will be related to the following items:

conference facilities and other event related costs

[5] Expenditure of the President:

Within the limits of the approved budget, if required, the President shall be reimbursed for travel and accommodation expenses incurred by attending meetings with EU authorities (Commission, European Parliament, Social and Economical Committee) and meetings which the President attends in the interest of the Association.

Travel and accommodation expenses incurred to attend statutory meetings will not be reimbursed.

[6] Travel and accommodation expenses and, in general, all expenses incurred personally by members of the Association to attend General Assemblies, meetings of the Board Committee meetings will be paid by the members.

ARTICLE 8 - MEMBERSHIP FEES

[1] Membership fees:

Fees for full members, associate members and partners shall be set each year by the General Assembly when the budget is approved

[2] The method of calculation of membership fees is define and adopted by the General Assembly based on a proposal from the Board at a simple majority using the number of votes by country as agreed.

[3] Around 22/01 of each year, invoices are sent to all members asking to pay the due fees of the within 60 days. If the payment does not occur within these 60 days, a first reminder is sent in April giving member 30 days to pay their fees Members can formally ask the Board for instalments (payments of year T in 2 equal parts).

Members can also formally ask the Board to propose the GA for a reduction of the fees due to exceptional circumstances (article 7 of the Statutes) Their requests are to be sent to the Board before May 1 and must include clear and objective grounds of the exceptional situation and the financial difficulties.

If the payment of the complete remaining unpaid fees or the first instalment has not been



received by June 1st the member organisation will not be invited at the GA and will lose its voting right until the situation has been normalized.

Members that have not paid by the time of the GA will receive reminders every month to pay their fees. If a member has not paid the full or agreed reduced fees by June 1st of the year after, the Board will propose to the GA the suspension of membership for 5 years. Suspended organizations can only regain their membership after the payment of their outstanding debt.

[4] Reduction of the fees:

In exceptional circumstances referred to in article 7 of the statutes, the General Assembly may grant reductions of the fees for a year after having studied the file and after a vote with a two-thirds majority of the members present. The General Assembly may also decide to 'hold' membership of an organization in great difficulties for a limited period. The file must demonstrate the economic situation of the organisation concerned.

ARTICLE 9 - WORKING LANGUAGES

The working language is English.



Calendar of meetings and proposals for GA 2017 and 2018

Event	Date	Representation needed/Note
Responsible Housing Awards, The Committee of the Regions, Brussels – In partnership with Delphis and the International Union of Tenants	November 2016	All members and members of members welcome
Committee Meetings, Brussels	21-22 November 2016	All members welcome
2017		
Board Meeting 2017x3	To be confirmed	Board members
Committee Meetings 2018 x3	To be confirmed	All Members & Partners
Housing Europe GA meeting (Amsterdam)	June 2017	<p>All members, members of members & Partners welcome</p> <p>The event will take place as part of the Social Housing Festival of which Housing Europe is a founding partner.</p>
2018		
Committee Meetings 2018 x3	To be confirmed	All Members & Partners
Board Meeting 2017x3	To be confirmed	Board members
Housing Europe GA, Tallinn (tbc)	June 2018	All Members, This will be in the context of the Estonian Presidency of the EU

