

OFFICE BOARD.

The work of the Board has proceeded smoothly throughout the year.

The increase in every branch of the business has been reflected in the volume of work which has fallen upon the Board to discharge. Meetings have been held on practically every working-day, and this has enabled branch and divisional officers to obtain immediate decisions on any matters of importance and urgency arising in the course of administration of estates under their charge.

The Board has instituted a system for the rapid despatch of Board decisions to District Offices, and in all cases of special urgency the telegraph is resorted to. The Board is assured that this promptitude is appreciated by the District Officers, and by business people and other persons having dealings with the Office.

A complete system is in operation for ensuring that all matters which require to be followed up are resubmitted to the Board on fixed dates, as directed.

The arrangements which exist for the record and preservation of decisions of the Board are satisfactory.

Among the matters relating to the administration of estates which have been dealt with by the Board during the year occur the following:—

The acceptance of administration of all estates.

The granting or continuance of allowances paid for the maintenance of minors.

The authorizing of extensive repairs to properties.

The granting of overdrafts to estates and beneficiaries.

The expenditure of amounts on improvements or development of property under the powers given by section 21 of the Public Trust Office Amendment Act, 1913.

The approval of subdivisional schemes for the sale of any real or leasehold property.

The exchange, partition, sale, or purchase of real or personal property.

The raising of money by way of mortgage.

The granting of leases or tenancies for a period of more than six months.

Apart from special matters bearing on the administration of estates the Board has freely directed time and attention to the general organization of the Department. In particular the provision of trained staff in sufficient numbers to cope with the work has been a fruitful source of anxiety.

PUBLIC TRUST OFFICE INVESTMENT BOARD.

The Investment Board, which is composed of the Secretary to the Treasury, the Valuer-General, the Government Insurance Commissioner, and the members of the Public Trust Office Board, has met at weekly intervals throughout the year.

Applications to the number of 437, and of a total value of £3,935,663, have been considered by the Board, and loans to a total value of £2,497,442 have been granted.

STAFF.**COMPARATIVE STATEMENT SHOWING STAFF OF THE PUBLIC TRUST OFFICE ON 31st MARCH, 1918 AND 1919.**

				31st March, 1918.	31st March, 1919.
Permanent—					
Public Trustee	..	..	..	1	1
Assistant Public Trustees	..	..	..	2	2
Professional Division	..	..	..	10	28
Clerical Division	..	..	..	283	295
General Division	..	..	..	86	124
				—	—
				382*	450†
Temporary	..	..	..	151	151
				—	—
				533	601

* Including 107 on active service.

† Including 72 on active service.