



**nsw Federation of  
Housing Associations inc**

**ABN 86 488 945 663**

**Minutes**  
**Board of Directors Meeting**  
Held 9<sup>th</sup> February 2007  
*at Level 5, 74-84 Foveaux St, Surry Hills*

*Meeting opened: 9 am*

**Welcome and Apologies**

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**Present:** Stephanie Cunningham, Nick Sabel, David Matthews; Beverly Wiggins, Mohamed Ibrahim, Patrick Yeung, (Ern Phang arrived 12:55pm)

**Apologies:** Coral Garrat, Judith Beveridge

**In attendance:** Adam Farrar, Wendy Rockwell

**1. Declaration of Conflicts of Interest**

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No conflicts of interest.

**2. Minutes of the last meeting (8 December 2006)**

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**Motion:** That the board approves the minutes of the meeting held 8 Dec 2006 as a true record.

**Moved:** Beverley Wiggins      **Seconded:** Stephanie Cunningham      Accepted

**Motion;** That the board approves the “In committee” minutes from 8 Dec 2006 as a true record.

**Moved:** David Matthews      **Seconded:** Beverley Wiggins      Accepted

**3. Business Arising**

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**OCH restructure** - Adam Farrar described the new proposed structure for OCH which includes four divisions, moves the operational duties away from Strategic Policy. One concern is that only two positions have been assigned to (*correction*) Performance Management Unit Accreditation. This could reflect the uncertainty of Accreditation.



The board held a discussion about the role and perceived value of the OCH regional positions. The board agreed it would be useful to have these positions, and their responsibilities, more clearly defined.

**Board Training** – Adam has spoken to Viv Milligan re presenting a session to the Board to look at strategic issues in the sector. She suggested that RPR joins in to facilitate the presentation - to draw out the usefulness of it.

**ACTION: Adam find out presenters' availability for (afternoon) Thursday 12 April, the day before the next Board meeting, otherwise email board for available dates.**

#### **4. Correspondence**

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Correspondence to the Minister, flagging that the Federation would be writing to the Premier urging the release of the NSW Affordable housing strategy.

#### **5. Financial Reports**

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**Motion: That the board approves the financial reports for the period ending 31 January 2007, as presented.**

**Moved:** Patrick Yeung      **Seconded:** David Matthews      Accepted

#### **6. Revised Budget Projection**

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The DoH contract has not been finalised at the time of this meeting, so the 07-08 staffing implications are still not confirmed.

The Board agreed to delay accepting the revised projection, until the outcome of the DOH contract is known, and associated risks are assessed by the Internal Audit & Risk management committee.

The committee met at lunch and proposed the following motion:

**Motion: that the board accepts the revised projection in principle, subject to the final revised figure from the DoH contract, being sent out to Board members.**

**Moved:** Mohamed Ibrahim      **Seconded:** Stephanie Cunningham      Accepted.

#### **7. Business Plan Monitoring – exceptions report**

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The five key risk areas were discussed in some detail.

#### **8. Summary of Service Evaluations**

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No new training.

#### **9. Stock transfer Deed of Agreement**

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The question was raised: What happens in regions where DoH will no longer exist: in particular, issues for applicants- reshaping public housing, under-occupancy. This is making the process very complex.



For example: In North Coast Community Housing Co. they don't have a "wait time" allocations approach, and they are replacing a DOH area where they do have that system. Does NCCHC have to change their allocations policy to meet expectations of existing applicants?

Many public tenant groups are against these transfers which completely close public housing in certain areas – and what happens to those high on the wait-list, when the allocations system is changed to needs-base and they are no longer eligible?

This will be setting a precedent: Housing associations already involved in larger stock transfers – (Argyle, Homes North, Central Tablelands, North Coast...) - need to share their approach to: allocations (ie; wait list), under-occupancy, - with all in the sector.

**ACTION: Andrew to convene the 'stock-transfer' committee to discuss these issues.**

Possible issues for discussing:

- Social housing register
- Reshaping
- Allocations
- Under-occupancy

## **10. Staff Increase**

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Noted (particularly in relation to DoH contract).

## **11. Community Housing Advisory Committee**

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*Deferred until after lunch.*

Bobbie Townsend reported the CHAC hasn't met. The meeting was cancelled and deferred. Bobbie Townsend is likely to be on the committee for at least one more meeting, before the structure changes. She will keep the Federation informed until that time.

## **12. Executive Director Report**

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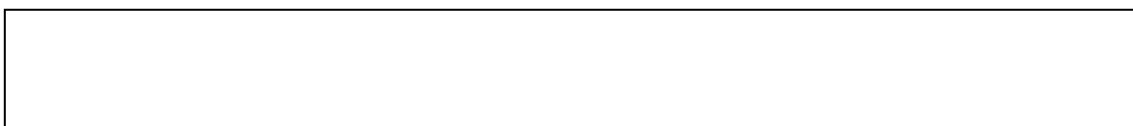
**Minister** - Nick Sabel and Adam Farrar met with the Minister. Overall positive feeling.

**NSW Affordable Housing Strategy** – No further information on the content of this.

**CHLP Review** – new funding options in the process of being released for consultation.

**CHFA** – at the recent meeting there was a discussion that indicated: the Commonwealth is hinting there is the possibility of no CSHA, or having individual contracts with states, or by-passing states and having contracts directly with housing bodies. This would undermine states, and in some cases collapse the public housing system which is dependent on the CSHA funds.

Powerhousing is promoting direct funding of housing associations.



As a member of CHFA, the Federation will have a role in promoting options to the Commonwealth. (Including letting them know that if direct funding was an option there are existing housing associations in NSW ready to take that up.)

**NSW Peaks funding project** – The Human Services CEO’s have initiated a project to develop a common approach to peaks’ funding, including agreeing on the key functions and KPI’s.

**Accreditation** – Final report has gone in to OCH. No indication how it will be received.

**Aboriginal Housing Office** – The future of AHO may have big implications for the Federation.

**Training business** – DoH contract will have big implications for staffing, and longer term implications for the place of training in our business.

**Shelter Housing Directions Statement** – noted.

### **13. Priority Risk assessment**

The board held discussions to identify the priority risks for the organisation for 2006/07 and 2007/08.

**ACTION: The Audit & Risk Committee to pursue the Governance, and Operational areas and come back to the board with priority risks.**

Next, the board reviewed existing risks and identified new risks:

- Add a column identifying progress, after reviewing.
- Reporting frequency – change from 2 monthly to 3 times per year.

#### EXTERNAL RISKS

Changes:

- #2: Social Housing decision makers to not see sector as key player...- no longer a high/high risk.

New risks:

- The sector grows, but is not a healthy sector
- CSHA – outcome is: either no CSHA, or it doesn’t help the sector.
- Potential reduction in the number of housing associations (ie via amalgamations).  
*If large member pulled out as a member, if the Federation didn’t respond to changes in members training/resourcing needs.*

#### STRATEGIC RISKS

Changes:

#1 – Governments do not support significant growth in proportion of social housing managed: drops to medium risk.



#8 – The membership as a whole does not support/are not aware of the Federation's role... – no longer a high/high.

#9 – PMU interventions prevent Fed effectively supporting 'at risk' associations – no longer high/high

#11 – Members do not feel their issues are heard/represented by the board – move to medium risk.

#12 – Fed members do not see the Fed as an effective voice for providers – move to medium risk.

#14 – other service systems do not understand the benefits or requirements... - move to medium

*Discussion: Regarding small associations – Patrick pointed out that the definition of small may change depending on the scale compared to very large associations (3,000-5,000). For example, current medium associations are only 100-200 properties. Also, the role of housing associations has changed dramatically - no longer just tenancy managers. All have to do Registration, accreditation, etc. If government expectation doesn't change with regard to smaller and larger associations, this is a real risk.*

#### New risks:

Existing single risk (#5 Smaller associations marginalised in Sector growth), now turned into 4 points:

- Marginalisation
  - Clear spread of disparate needs from small to large – require different responses.
  - OCH may maintain single set of expectations – we won't get proportionality.
  - Viability of smaller organisations.
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- Funding for core business at risk
  - Using fee-for-service income to support core business – but work is not focused on core business
  - Become too diversified and don't succeed in core business (becomes a drain on core business).

OPERATIONAL RISKS – deferred due to lack of time.

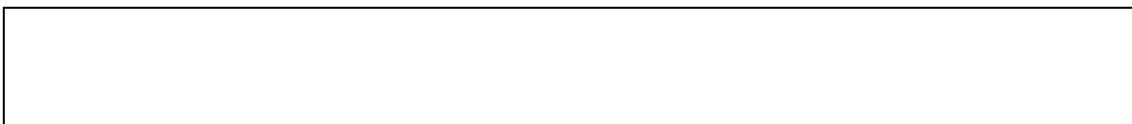
## **14. 2007-2008 Business Planning**

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*From whiteboard:*

### **STRATEGIC PRIORITIES for 07-08**

- Recognition of sector (0)
- Working with other sectors re; estate/township strategies (2)



- Sustainability (especially re stock transfers/ small assoc) (7)
  - Financial, workforce, tenancies.
  - Control of assets/finance
- Regulation – compliance burden (5)
- Specialist activities – sector capacity building (6)
- Impact of very large (together with point below) (3)
- Balance activities L & core business (see above)
- Small (6)
- IT - but put time limit (7)
- Working with our members (7)
- Work with industry partners - proactive (7)

Adam will come back to the board with OCH's priorities, after meeting with OCH – (for teleconference.)

## **15. Membership**

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Request by Lodden Mallee to become a full member (upgrade from Associate) under the name of their new registered entity in NSW: Bendigo Affordable Housing Co.

**Motion: The board agrees that due to the requirement of membership (Rules of association), seek clarification on Bendigo Affordable Housing Co's status as a social housing provider in NSW (particularly number of properties).**

**Moved:** David Matthews      **Seconded:** Beverley Wiggins      Accepted

Board to look at membership definitions and elaborate/ be more specific what requirements are.

**ACTION: Contact Bendigo Affordable Housing re their status, and properties in NSW.**

## **16. Code of Practice report**

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Noted.

## **17. Other Business**

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None.

## **18. Next Meeting(s):**

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- Teleconference – (to be arranged) – to finish Business Planning
- 13 April 2007
- 8 June
- After June change meeting dates to Wednesday to accommodate all directors.
- Present proposed dates at next meeting (not last Wednesday of the month/ Dave Matthews), and check with Coral and Judith if this works for them.

*Meeting closed: 4:15 pm*

