



**nsw Federation of
Housing Associations Inc**

ABN 86 488 945 663

Minutes Board of Directors Meeting Held 8th August 2008

Meeting opened: 9:30 am

Welcome and apologies:

Present: Bobbie Townsend, Beverley Wiggins, Coral Garrat, Nick Sabel (arrived 11:20am, departed 1pm) Patrick Yeung (12:30pm)

Apologies: Greg Budworth, Nazha Saad, Mohamed Ibrahim

In Attendance: Adam Farrar, Wendy Rockwell

1. Declaration of conflicts of interest:

None.

2. Minutes of the last meeting: (13 June 08)

Motion: That the board accepts the minutes of the meeting held 13th June 2008 with the following change: Heading should say "Foveaux St" not "Kippax St".

Moved: Beverley Wiggins

Seconded: Nick Sabel

Accepted

Action list – noted.

3. Business Arising

CRA Optimisation – Maura Boland asked if Adam would be part of a joint media event. The Federation would only speak to the opportunities this would create for the sector (and remain neutral on the policy itself).

The Board agreed to Adam participating in the interview.

AHO relationships – Laurel Draffen had a meeting with Russell Taylor. He's asked her to prepare a proposal re what the Federation can do to deliver training to Aboriginal housing providers.

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President:

Date:

4. Correspondence

- AHO Standards launch (Tom Slockee)
- Closure of Accreditation Unit (Unis Goh)
- New England Planning Forum (Jeff Mills)
- Conference subsidies (Maura Boland)
- CHLP changes (Julian Neyland)

Noted.

5. Financial Monitoring

5(a) Year ending 30th June 2008

Motion: That the Board accepts the financial reports as presented for the year ending 30 June 2008. The Board noted that the Federation has ensured to accrue to meet all contractual obligations

Moved: Coral Garratt **Seconded:** Beverley Wiggins **Accepted**

5(b) 1 – 31 July 2008

Motion: That the Board accepts the financial reports as presented for the period ending 31 July 2008 (including noting of the contracts table)

Moved: Beverley Wiggins **Seconded:** Coral Garratt **Accepted**

Revision of Draft Budget – CPI indexation was estimated at 3.2% and is actually 4.5%. This has been amended. *Noted.*

The Funding proposal for 2008-09 has still not been approved.

Possible new areas of business:

Training proposals with AHO and other states (TAS). Joint Accreditation proposal with QMS – (Note: a maximum of \$1000 for 5 days has been paid to peer evaluators in the past.)

6. Business Plan Monitoring – Exceptions report to June 08

For noting.

7. Summary of service evaluations

Noted.

8. Community Housing Advisory Committee

Oral report by Bobbie Townsend. The committee postponed its last meeting for the launch of NRAS. OCH is working on the Title paper. Further discussion on title is coming up before it formally goes to the CHAC.

Bobbie will be on CHAC until October when the new CHAC will be announced.

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9. Executive Director Report

NRAS issues need to be clarified:

- Will both NRAS “A” and “B” be available to housing providers?
- Tax issues are still not resolved.
- Partnership facilitator role is still unclear.

Aged care sector is a larger bidder than previously thought.

There could be a role for the Federation to register an interest by a player, and set up a protocol which says no other player will approach that developer (ie; to avoid gazumping).

Affordable Housing Agreement – has to be finalised by the end of the year. There is going to be a parallel campaign to put pressure on the government to provide increased expenditure for new supply.

Review of Housing NSW – still hasn’t been released.

ACTION: Coral Garrat pointed out that so far it has not been possible to find out if there has been a needs analysis done, covering the Northern Sydney area, in the Strategic Plan. The Federation to see if it can find out more.

Title – Growth providers, Peaks, consultants – have all had different discussions on title. They are all working on developing something the Minister can take forward.

Funding - need to simplify (move away from individual deals for individual organisations). Need to provide a subsidy scheme which allows the association to afford costs depending on the tenant’s capacity to pay. This approach should be systematic, not on an individual basis.

Staffing – Sheryl de Vries is doing some casual work for the Federation. The student intern, Mary Truban, is now doing a short-term contract with the Federation. New Aboriginal Traineeship Admin Trainee, Stacey Hampton, replaced Allira Wood (who abandoned her employment).

10. Discussion of Common Access Strategy

Deferred (not enough board members present to have discussion). This may occur via an additional face to face meeting, or a teleconference.
Consultations will be happening over the next 2-4 weeks.

11. Meeting with Roxanne Shaw – CH Registrar

This is Roxanne’s third week on the job.

Role of Registrar – A new position to regulate the CH sector. This is a statutory position and sits outside Housing NSW. It is a very important separation to have. (Policy/funding vs regulatory arms).

Housing Regulation has gone to Cabinet, once approved it will be a public document for consultation. OCH is expecting this to happen within weeks.

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From the consultations submissions will be considered through OCH, any amendments will be incorporated, and finally legislation will come into effect, (hopefully by the end of the year).

The Registrar's office will have 9-14 staff, although currently located with Housing NSW, will soon be located elsewhere. They are currently Developing business systems

The first thing to do will be to establish a strategic framework (likely a 5 year framework).

Providers should be registered within 2 years.

There are many elements in the Regulatory code associations would be familiar with from PBRs. There are also some new areas, which will be looked at in more detail: (financial viability, growth...)

The development of the draft regulatory code was done in parallel with national code.

Registration will be evidence based. Periodic returns will need to be made.

The Registrar will be looking for an ongoing relationship with the sector, not just during the development phase.

Interested in having a clear evaluation framework as soon as possible, and looks to develop this together with the sector, (and with advice from the sector). However, needs to maintain an arms length relationship.

Co-regulation is that form of regulation which allows the sector to self-regulate (ie have its own mechanisms to ensure its capacity to meet the regulatory requirements). Then it is a matter of being able to bring the two parties together to identify the needs and approaches that will best deliver those outcomes.

Intervention – if things start to go wrong who is best placed to intervene. Roxanne would suggest in a co-regulatory approach, this may involve the funding body, the peaks, etc. rather than just the Regulator going in and dealing with it alone.

Adam note that an industry code (to deal with complaints), and accreditation exist, however accreditation is currently very vulnerable.

Roxanne replied, as Registrar, she will be an advocate of accreditation.

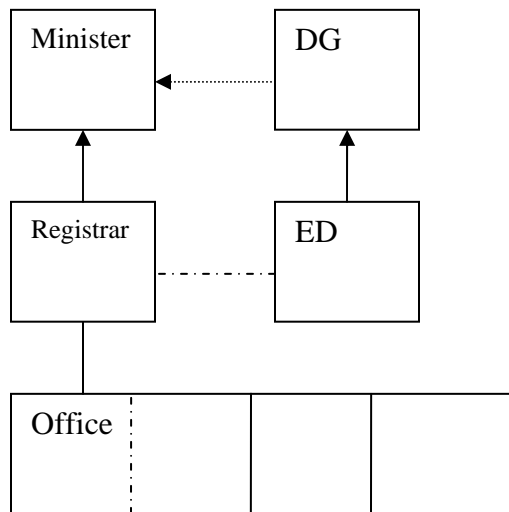
See diagram (next pg) to show relationship of the Registrar within the entire system.

The development of draft regulatory code was done in parallel with national code.

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Registrar is directly accountable to Minister. Also has an administrative reporting line to ED of OCH. The office has direct reporting to the Registrar, but exists, as employees of public service. Any changes (recommended by Registrar) would then come via policy in Housing NSW. The Registrar as direct access to resources of the Department. (HR, accounting, etc)

12. Sector issues

Deferred.

13. Strategic Plan review process

Anne Porcino agreed she could go down to \$10,000, but no lower, and will redraft the quote.

14. Quarterly report

For noting

15. Policy review

3.3 Membership policy - Constitutional change needed?

Reword:

A Full Member will be a NSW community based organisation whose core activity is the direct provision of long-term social housing

To something like:

A Full Member will be a community based organisation operating within NSW whose core activity is the direct provision of long-term social housing.

Fee structure will be based on the number of properties inside NSW

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Add to the membership renewal forming, something like: If you manage properties on behalf of another full member, please note here. (do not include those numbers, as they are already accounted for by that organisation.

ACTION: Adam to draft the wording of the rule change for the AGM, and bring to the October Board meeting for approval.

OHS policy 1.11a Appendix one (first aid, and other occurrences) – remove wording which mentions exact number of people. Add: This requirement relates to the number of staff employed and will be reviewed annually.

1.12 (3) Policy on Driving (Appendices) add at top: This information does not make up part of the policy – it is for information only.

All other policies presented are to remain with unchanged.

Motion: That the board approves the policies listed – with the above changes – and are to be reviewed in two years.

Moved: Bobbie Townsend **Seconded:** Coral Garret Accepted.

16. Membership

No report

17. Code report

Noted.

18. Other Business

None.

19. Next meetings:

(Teleconference to discuss Common Access)

10th October

AGM – 21st November

12th December

Meeting closed: 2:20pm

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