

Minutes for Committee of Residents and Tenants AGM 2023

14/11/2023

Lunch 12.00PM

Meeting 12.20 – 1.05PM

Foundation Housing Bennett St Seminar Room, 67 Bennett St, East Perth

Attendees

Committee

Claire Payne (Chair)	Neil Buckley (Deputy Chair)
Douglas Tweed	Robert Andrews
Jana Dahi	Carly Brennan
Marco Lehmann	Robert Andrews

Other FHL tenants and residents

Claire Walsham	Trevor Whyatt
Anthony Carmichael	Terry Hobson
Janice Stack	Fawaz Dahi

Ex Officio

Chris Smith	Stuart Duplock
Jeremy Jacobs	Maureen Maher
Paige Larsen	Staum Giannagostino
Britney Reader	Leah Lebowitz

Invitees (Housing Choices)

Alex Kepes	Suzanne Newman
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Apologies

Margaret Speed	Ted Lilley
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Agenda

Welcome & Apologies

The meeting commenced at 12.20pm

Apologies noted from Margaret Speed and Ted Lilley

Acknowledgement of Country

The Chair acknowledged the Traditional Owners of the Land on which the meeting was held.

1. Guest Speakers

Deputy Chair welcomed guest speakers from Housing Choices WA. Alex Kepes, Tenant Engagement and Capacity Building Officer and Suzanne Newman, Chair of the Advisory Committee of Tenants (ACT).

The guests gave an overview of their roles as part of the ACT with key points being:

- Structure of their Committee and meetings including agenda setting, appropriate agenda items and frequency of meetings.
- Importance of training to define roles and responsibilities of committee members.
- Remuneration including travel compensation.
- Engaging new members; meeting locations to be inclusive; small group engagement activities outside of the committee meetings.
- Collaboration with and feedback to Housing Choices staff.

2. CEO Welcome

Chris Smith (CS), Foundation Housing CEO welcomed all attendees to the meeting. CS presented his Report noting the importance of communities such as Bennett St and the importance of CORT input in shaping FHL policies such as the Service Charter.

3. Introduction of New Members

CS welcomed new members to the Committee and presented certificates of appreciation to new members present, Robert Andrews and Carly Brennan.

4. Chairperson's Report

Claire Payne (CP) provided her Chairperson's Report, thanking Foundation Housing staff and CORT members and noting the achievements of the CORT in the first two years. She also noted the following:

- Meetings will be held at different locations throughout the year to be more accessible to a wider audience of tenants and residents.
- Meetings will include guest speakers and specific learning opportunities that support professional development and understanding of issues facing different tenants.
- Consider opportunities for regional engagement.

5. Matters for Decision

5.1 Terms Of Reference Changes

The Committee Resolved that to be considered a member of the Foundation Housing CORT, applicants must attend CORT meetings. If a member misses three consecutive meetings without notifying of non-attendance their membership will be suspended and they will need to reapply for their position.

Moved Neil Buckley

Seconded Doug Tweed

5.2 Meetings

The Committee Resolved that CORT meetings will be held five times per year and include four formal meetings and one for CORT members only, that is no FHL staff will attend. Formal meetings will be held at Foundation Housing head office in Leederville, or at another location as agreed by the CORT Chairperson and Foundation Housing staff representatives, with reference to the availability of key personnel.

Moved Neil Buckley

Seconded Doug Tweed

5.3 Deputy Chairperson Position

possible to elect two Deputy Chairs to address succession planning of the CORT and encourage leadership aspirations.

Moved Neil Buckley

Seconded Doug Tweed

6. Any other business

Management notified new members training will take place on 5 December 2023.

7. Close of Meeting

The meeting closed at 1.05pm.

The next meeting will be held at 10.00am on 30 January 2024 at a venue to be confirmed.