

# Homelessness Taskforce Shoalhaven

**Meeting Date:** Thursday, 10 March, 2022

**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra

**Time:** 2:00pm

**Please note:** Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

## Agenda

### 1. Election of Chairperson

### 2. Apologies

### 3. Confirmation of Minutes

- Homelessness Taskforce Shoalhaven - 14 October 2021.....1

### 4. Declarations of Interest

### 5. Presentations

HT22.1 City Lifestyles Presentation - Overview of the Homelessness Taskforce Shoalhaven

- *Overview of the Taskforce*
- *Terms of Reference*
- *Strategic Plan*
- *Relevant Policies and Procedures*
- *Overview of what is Operational / within the Committees/Boards interest / clarification of appropriate recommendations under the Committees/Boards delegation*

HT22.2 Presentation - Governance - Brief Induction

- *Code of Conduct*
- *Code of Meeting Practice*
- *Delegations*
- *Declaration of Interests*
- *External Member Reports*

### 6. Reports

HT22.3 Notification of Council Resolution - Homelessness Taskforce Shoalhaven.....5

---

HT22.4	Shoalhaven Homelessness Taskforce Committee Community Membership Expression of Interest - Member Recommendation Report.....	12
HT22.6	Organisation Membership Recommendation Report.....	15
HT22.5	Action Table Update.....	17

**7. General Business**

**Membership**

Clr Findley

All Councillors

Chief Executive Officer or Nominee

Mitchell Bagou – St Vincent De Paul

Cathy Campbell – Southern Cross Housing

Donna Corbyn – Bay & Basin Community Resources

Patricia David – Unions Shoalhaven

Peter Dover – Salt Ministries

Troy French – Services Australia - South Coast NSW

Bernard Gleeson – St Vincent De Paul Welfare

Belle Grossetti – Mission Australia

Rohanna Holland – Bay & Basin Community Resources

Emilie Martin - Grand Pacific Health

Maria Mitchell – Ulladulla & Districts Community Resources Centre

Nicole Nicholls – Illawarra Shoalhaven Local Health District

Justine O'Reilly – Shoalcoast Community Legal Centre

Kristy Puckeridge – Southern Youth and Family Services

Lauren Simpson – Illawarra Shoalhaven LHD

Nicky Sloane – CI Group

Samantha Stiff – Headspace Nowra

Matthew Sutcliffe – The Salvation Army

Olivia Todhunter – Legal Aid NSW

Libby Topp – Shoalhaven Drug and Alcohol Service

Rheanna Williamson – Primary and Community Care Services

Lindy Meeves – Nowra Community Mental Health Team

Quorum - 8

**Purpose**

To provide appropriate and considered strategic advice on homelessness and related issues that can be dealt with at Council level. The Taskforce will work with Council to address issues, develop options and assist with the identification of preferred solutions as part of Council's decision making process.

**Role of the Taskforce**

The role of the Homelessness Taskforce is:-

- Provide Council with strategic advice on homelessness and related issues that can be dealt with at a Local Government level.
- Work with Council to address issues, develop options and assist with the identification of preferred solutions as part of Council's decision making process
- Advise on the development and application of a Homelessness Strategic Plan
- Provide comment on relevant Council policies and strategies
- Advocate community views on homelessness issues

## MINUTES OF THE HOMELESSNESS TASKFORCE SHOALHAVEN

**Meeting Date:** Thursday, 14 October 2021

**Location:** Microsoft Teams

**Time:** 2:09pm

The following members were present (remotely):

Clr Findley - Chairperson  
Clr Jo Gash  
Clr Nina Digliglio  
Clr John Levett  
Clr Patricia White  
Stephen Dunshea - Chief Executive Officer  
Patricia David – Unions Shoalhaven  
Peter Dover – Salt Ministries  
Justine O'Reilly – Shoalcoast Community Legal Centre  
Capt Matthew Sutcliffe - The Salvation Army  
Olivia Todhunter – Legal Aid NSW  
Mitchell Bagou – St Vincent De Paul  
Belinda Grossetti – Mission Australia  
Emilie Martin – Grand Pacific Health - joined meeting at 2:30pm  
Fiona Phillips - Federal Member for Gilmore  
Cassie Michaux – Department of Communities & Justice  
Cathy Campbell – Southern Cross Housing  
Rheanna Williamson – Primary & Community Care Services  
Lindy Meeves – Nowra Community Mental Health Services  
Libby Topp – Shoalhaven Drug & Alcohol Service  
Donna Corbyn – Bay & Basin Community Resources  
Rohanna Holland - Bay & Basin Community Resources  
Samantha Stiff – Headspace Nowra  
Troy French – Services Australia – South Coast NSW  
Joanne Grant – AMS Nowra  
Mel Brueker – Community Industry Group  
Julie Bugden – Shoalhaven Homeless Hub

Others Present:

Michael Paine – Manager Community Connections  
Gordon Clark – Director City Futures  
Jane Lewis – Director City Lifestyles  
Carly McWalters – Team Leader - Community Capacity Building  
Casey Holtom – Social Planner – Community Connections  
Jessica Richardson – Community Capacity Builder  
Janice Cormie – Senior Governance Officer

## Apologies / Leave of Absence

Apologies were received from Nicole Nicholls and Kristy Puckeridge.

## Confirmation of the Minutes

**RESOLVED** (Patricia David / Peter Dover)

That the Minutes of the Homelessness Taskforce Shoalhaven held on Friday 24 July 2020 be confirmed.

CARRIED

## Declarations of Interest

Nil.

## REPORTS

### HT21.1 Report - Homelessness Taskforce Introduction and Update on Actions

**HPERM Ref:  
D21/411911**

Michael Paine – Manager – Community Connections provided members with an update on the current response strategy of Council.

- Motions calling for additional housing, in particular social housing, in regional areas will be presented to the LGNSW Conference to be held 28 February to 2 March 2022.
- It has been agreed, subject to an agreement being in place with Salt Ministries, that two retired Holiday Haven cabins each year for the next 5 years, be repurposed and be made available for emergency accommodation.

### Recommendation (Item to be determined under delegated authority)

That the Homelessness Taskforce:

1. Receive this report which provides:
  - a. an introduction to the Taskforce.
  - b. the current situational analysis.
  - c. an update on Council actions.
2. Endorse the recommendation for the Homelessness Taskforce to join Council staff in planning the Shoalhaven Homelessness Workshop and nominate a Planning Group to support in the development of the above Shoalhaven Homelessness Workshop:
  - a. Add name(s) of nominee(s) to be determined at the meeting

**RESOLVED** (By consent)

That the Homelessness Taskforce:

1. Receive this report which provides:
  - a. an introduction to the Taskforce.
  - b. the current situational analysis.

- c. an update on Council actions.
2. Endorse the recommendation for the Homelessness Taskforce to join Council staff in planning the Shoalhaven Homelessness Workshop.
3. Form a Planning Group to support in the development of the Shoalhaven Homelessness Workshop, made up of the following members:

Lindy Meeves – Nowra Community Mental Health Team  
Justine O'Reilly – Shoalcoast Community Legal Centre  
Sammi Stiff – Headspace Nowra  
Peter Dover – Salt Ministries  
Pat David – Unions Shoalhaven  
Mel Brueker - Community Industry Group  
Julie Bugden - Shoalhaven Homeless Hub

Nomination for the Planning Group will remain open to all members following today's meeting, by contacting Michael Paine – Manager Community Connections.

CARRIED

<b>HT21.2</b>	<b>Report - Homelessness Taskforce Membership Expression of Interest</b>
---------------	--

<b>HPERM Ref: D21/411947</b>
----------------------------------

Expressions of interest from 3 community members with lived experience of homelessness and 3 community members with an interest in addressing homelessness in the Shoalhaven will be sought to fill the community membership positions.

Clr Findley suggested that a standing invitation be extended to observers with a lived experience of homelessness to join virtual meetings as their contributions will be very valuable to the Taskforce.

### Recommendation

That the Homelessness Taskforce:

1. Endorse the Expression of Interest to be conducted to fill the 6 vacant community membership positions
  - a. Expressions of Interest (EOI) will be sought from a maximum of 3 community members with lived experience of homelessness with representation from North, Central and South of the Shoalhaven LGA.
  - b. Expressions of Interest will be sought from a maximum of 3 community members with an interest in addressing homelessness in the Shoalhaven with representation from North, Central and South of the Shoalhaven LGA.
2. Nominate a member of the Committee to be the independent assessor for the next round of Expressions of Interest to the Taskforce.

### RECOMMENDATION (By consent)

That the Homelessness Taskforce:

1. Endorse the Expression of Interest to be conducted to fill the 6 vacant community membership positions.
  - a. Expressions of Interest (EOI) will be sought from a maximum of 3 community members with lived experience of homelessness with representation from North, Central and South of the Shoalhaven LGA.
  - b. Expressions of Interest will be sought from a maximum of 3 community members with an interest in addressing homelessness in the Shoalhaven with representation from North,

Central and South of the Shoalhaven LGA.

2. Patricia David – Unions Shoalhaven - was nominated to be the independent assessor for the next round of Expressions of Interest to the Taskforce.

#### **HT21.4 Report - Homelessness Taskforce Thrive Together Fair**

**HPERM Ref:  
D21/411981**

Carly McWalters – Team Leader - Community Capacity Building – provided an update on the Thrive Together Fair which was held on 4 August 2021 at the Indoor Sports Centre, Bomaderry.

- Over 200 residents attended the Fair.
- Over 40 local service providers were at event which included vaccination and health clinics, haircuts, showers, and hot meals.
- Over 300 dignity packs were given away.
- Very positive and encouraging feedback was received.

#### **Recommendation (Item to be determined under delegated authority)**

That the Homelessness Taskforce:

1. Receive this report providing an overview and evaluation of the Thrive Together Fair
2. Endorse the recommendation for the Homelessness Taskforce to join Council Staff in planning the Thrive Together Fair in 2022
  - a. Nominate a Planning Group to support in the planning of the above Thrive Together Fair 2022

#### **RESOLVED** (By consent)

That the Homelessness Taskforce:

1. Receive this report providing an overview and evaluation of the Thrive Together Fair
2. Endorse the recommendation for the Homelessness Taskforce to join Council Staff in planning the Thrive Together Fair in 2022
3. Form a Planning Group to support in the planning of the Thrive Together Fair 2022, made up of the following members:
  - Sammi Stiff – Headspace Nowra
  - Peter Dover – Salt Ministries
  - Pat David – Unions Shoalhaven
  - Lindy Meeves - Nowra Community Mental Health Services
  - Emilie Martin – Grand Pacific Health

**CARRIED**

There being no further business, the meeting concluded, the time being 3:10pm.

Clr Findley  
CHAIRPERSON

## HT22.3 Notification of Council Resolution - Homelessness Taskforce Shoalhaven

**HPERM Ref:** D22/85786

**Department:** Business Assurance & Risk

**Approver:** Kevin Voegt, Director - City Performance

**Attachments:** 1. Homelessness Taskforce Shoalhaven - Terms of Reference [↓](#)

### Reason for Report

Advise of Council's resolution in relation to the new members and re-establishment of the Homelessness Taskforce Shoalhaven.

### Recommendation (Item to be determined under delegated authority)

That the Homelessness Taskforce Shoalhaven receive the Notification of Council Resolution – Homelessness Taskforce Shoalhaven Re-establishment report for information.

### Options

1. As recommended.

Implications: The membership structure as resolved by Council is adopted for the period to 30 September 2022.

2. Propose a different membership arrangement.

Implications: Should the Homelessness Taskforce Shoalhaven wish to make an alternative recommendation in relation to membership, this would need to be reported to Council for consideration/endorsement.

### Background

Each year, (generally in September) Council reaffirms all its Committees for the next 12 months - Council has the option to: reaffirm its Committees; make any change to the membership, purpose, delegation, quorum, and the number of meetings required for those Committees; or disband Committees.

This report is provided to inform the Group members of the resolution of the Council. Should the Group wish to make any changes to the above, a recommendation to Council will be required to that effect.

Due to the postponement of the Local Government Elections, the decision to reaffirm Committees was held in January 2022. At the Ordinary meeting on 25 January 2022 Council resolved as follows:



<i>Meetings per year – Four (4)</i>	<i>Quorum – Eight (8)</i>
<i>Commencement time – TBA</i>	<i>Terms of Reference: <a href="#">POL21/45</a> (55584E)</i>
	<i>Adopted: 14 September 2021</i>
<p><b>Purpose</b>  <i>To provide appropriate and considered strategic advice on homelessness and related issues that can be dealt with at Council level. The Taskforce will work with Council to address issues, develop options and assist with the identification of preferred solutions as part of Council's decision making process.</i></p> <p><b>Role of the Taskforce</b>  <i>The role of the Homelessness Taskforce is:-</i></p> <ul style="list-style-type: none"> <li><i>• Provide Council with strategic advice on homelessness and related issues that can be dealt with at a Local Government level.</i></li> <li><i>• Work with Council to address issues, develop options and assist with the identification of preferred solutions as part of Council's decision-making process</i></li> <li><i>• Advise on the development and application of a Homelessness Strategic Plan</i></li> <li><i>• Provide comment on relevant Council policies and strategies</i></li> <li><i>• Advocate community views on homelessness issues</i></li> </ul>	
<b>Delegation – NIL</b>	
<b>Chairperson – Appointed by Committee</b>	
<p><b>2022 Councillor / Staff Membership</b>  <i>Clr Findley - Chairperson appointed by Committee</i>  <i>All Councillors</i>  <i>CEO or Nominee</i></p>	
<p><b>Organisational Representatives</b>  <i>Representatives from community organisations and local service providers being either Government/Non-Government agencies/organisations and community members including but not limited to SAHSSI – Shoalhaven Women's Homeless and DV Service, Unions Shoalhaven, Salt Ministries, ISLHD – Homelessness Mental Health Program, Shoalhaven Homelessness Hub, Grand Pacific Health, Legal Aid, Southern Cross Community Housing, Waminda, Care South.</i>  <i>Representation from a service(s) from the North, Central and South of Shoalhaven LGA</i>  <i>A maximum of 3 community members with lived experience</i>  <i>A maximum of 3 community members with an interest in homelessness in the Shoalhaven with representation from North, Central and South of the Shoalhaven LGA.</i>  <i>One representative for each of the Federal Member for Gilmore and the State Members for South Coast and Kiama</i>  <i>Department of Communities &amp; Justice</i>  <i>Department of Education (subject to availability)</i>  <i>Regional NSW (subject to availability)</i>  <i>NSW Police (subject to availability)</i></p> <p><b>CARRIED</b></p>	

HT22.3

## Policy Implications

There were no amendments to the Terms of Reference by this resolution.



**City Administrative Centre**  
Bridge Road (PO Box 42), Nowra NSW Australia 2541 - DX 5323 Nowra  
Phone: (02) 4429 3111 - Fax: (02) 4422 1816

**Southern District Office**  
Deering Street, Ulladulla - Phone: (02) 4429 8999 – Fax: (02) 4429 8939

Email: [council@shoalhaven.nsw.gov.au](mailto:council@shoalhaven.nsw.gov.au)

Website: [www.shoalhaven.nsw.gov.au](http://www.shoalhaven.nsw.gov.au)

For more information contact the City Lifestyles

## Homelessness Taskforce Shoalhaven - Terms of Reference

**Policy Number:** POL21/45 • **Adopted:** 14/09/2021 • **Minute Number:** MIN17.196, MIN17.713, MIN21.638 • **File:** 55584E • **Produced By:** City Lifestyles • **Review Date:** 1/12/2021

### 1. PURPOSE

To provide appropriate and considered strategic advice on homelessness and related issues that can be dealt with at Council level. The Taskforce will work with Council to address issues, develop options and assist with the identification of preferred solutions as part of Council's decision making process.

### 2. STATEMENT

Homelessness continues to be a growing problem in all communities throughout Australia. Every night, roughly 1 in 200 Australians find themselves without a safe, secure or affordable place to sleep (Human Rights Commission).

Homelessness is defined under Australian federal law as 'inadequate access to safe and secure housing. This exists where the only housing to which a person has access:

- Is likely to damage the person's health
- Threaten the person's safety
- Marginalises the person by failing to provide access to adequate personal amenities or the normal economic and social support of a home, or
- Places the person in circumstances that threaten or adversely affect the adequacy, safety, security and affordability of that housing.

In the Shoalhaven there were 279 people recorded as homeless on the 2016 Census night. This represents a 24.5% increase in the number of people reported as experiencing homeless since the previous census period (224 people). (Source ABS).

The following data captures key findings from the Australian Bureau of Statistics 2016 Census results on Homelessness in the Shoalhaven.

The Australian Bureau of Statistics statistical definition for homelessness is:

*When a person does not have suitable accommodation alternatives, they are considered homeless if their current living arrangement:*

- *is in a dwelling that is inadequate; or*
- *has no tenure, or if their initial tenure is short and not extendable; or*
- *does not allow them to have control of, and access to space for social relations.*

*Shoalhaven City Council - Shoalhaven Homelessness Taskforce - Terms of Reference*

- Aboriginal people make up 15.84% of people experiencing homelessness and yet are only 5.5% of the total population in the Shoalhaven.
- 53.32% of people experiencing homelessness identify as being male and 46.68% of people experiencing homelessness identify as being female. This closely reflects the demographic in the Shoalhaven (Male 49.5% and Female 50.5%)
- A higher proportion of young people make up people who are experiencing homelessness, accounting for 41.23% (0-29 years) yet are only 30.94% of the total population.

People become homeless for a number of reasons. This can be due to structural factors such as lack of income, lack of affordable housing or rental accommodation, cost of living pressures, discrimination, poverty or lack of superannuation funds in retirement. Or it could be due to system failures such as children exiting from the care system, discharge from prison, hospital, rehabilitation or other institution. This is compounded by individual circumstances such as domestic violence, addictions, traumatic events, mental illness or physical health and disability.

According to a report published by the Shoalhaven Anti-Poverty Committee (2018), the following are considered key reasons for an increase in homelessness in the Shoalhaven specifically.

- A significant increase in housing prices
- A relatively high level of unemployment
- A 20-year low in national wage growth
- A critical shortage in public and private affordable and appropriate rental properties
- Large clusters of low socio-economic disadvantage

As at June 30, 2020, the average waiting time for social housing for 2+ bedroom dwellings in the Nowra region was 5 -10+ years and for a single bedroom dwelling, 10+ years. Further to this, there were 658 general and 64 priority applicants on waiting lists for social housing. (Source DCJ).

There are no short-term solutions to the issue of homelessness in the Shoalhaven. Without the provision of increased Government funding to provide longer term temporary accommodation and fund services to provide an increased number of emergency beds for men, women and children the situation can only continue to degenerate. Long term solutions involve the construction of affordable housing.

### **3. TERMS OF REFERENCE**

#### **3.1. Relationship to Council**

The Homelessness Taskforce is a Section 355 & 377 Committee of Council (Local Government Act 1993).

It is a strategic advisory committee to advocate for and inform Council's decision making process related to homelessness in the Shoalhaven.

#### **3.2. Role of the Taskforce**

The role of the Homelessness Taskforce is:-

- Provide Council with strategic advice on homelessness and related issues that can be dealt with at a Local Government level.
- Work with Council to address issues, develop options and assist with the identification of preferred solutions as part of Council's decision making process

*Shoalhaven City Council - Shoalhaven Homelessness Taskforce - Terms of Reference*

- Advise on the development and application of a Homelessness Strategic Plan
- Provide comment on relevant Council policies and strategies
- Advocate community views on homelessness issues

**3.3. Membership****3.3.1 Appointments**

Membership of the Taskforce is open to members of the community with an interest in addressing issues of homelessness across the Shoalhaven.

The membership of the taskforce will comprise of:

- Representatives from community organisations and local service providers being either Government/Non-Government agencies/organisations and community members including but not limited to SAHSSI – Shoalhaven Women’s Homeless and DV Service, Unions Shoalhaven, Salt Ministries, ISLHD – Homelessness Mental Health Program, Shoalhaven Homelessness Hub, Grand Pacific Health, Legal Aid, Southern Cross Community Housing, Waminda, Care South.
- Representation from a service(s) from the North, Central and South of Shoalhaven LGA
- A maximum of 3 community members with lived experience
- A maximum of 3 community members with an interest in homelessness in the Shoalhaven with representation from North, Central and South of the Shoalhaven LGA.
- One representative for each of the Federal Member for Gilmore and the State Members for South Coast and Kiama
- Department of Communities & Justice
- Department of Education (subject to availability)
- Regional NSW (subject to availability)
- NSW Police (subject to availability)
- All Councillors be members of the taskforce.
- The General Manager (CEO) or nominee.

**3.3.2 Period of Membership**

- a) The advisory committee will run on a 12-month term with an annual review. The purpose of the annual review is to ensure the Committee are still addressing the goals set by the group, as well as identifying opportunities for improvement and setting future direction.
- b) New membership applications will be collated by Council and recommendations presented to the Committee for voting.
- c) Where a community member of the Committee is absent for three consecutive meetings (unless leave of absence has been sought and approved by the Committee), that position will be deemed vacant.
- d) Should a membership become vacant within the term for any reason, Council will call for nominations ensuring membership remains in accordance with these terms of reference.

**3.3.3 Nomination Process**

The process for nomination to the taskforce will be as follows: -

*Shoalhaven City Council - Shoalhaven Homelessness Taskforce - Terms of Reference*

- An Expression of Interest will be advertised for membership of the taskforce. The Expression of Interest will be advertised locally via media and Council communication networks.
- Council will manage the application process.
- Appointment to the Homelessness Taskforce Shoalhaven can be for a maximum one (1) year with a set commencement and finish date and standing members may re-nominate for an additional term.
- Any individual, representatives of an organisation, service or agency, who agree to work within the purpose of the taskforce may nominate to become a member.
- Organisations, services, agencies or residents groups may only nominate one representative.
- The taskforce aims to include the voices of all stakeholders, and welcomes the participation of those who have a lived experience of homelessness.
- An interview panel will consist of a Council staff member, the Chair of the Homelessness Taskforce Shoalhaven and one (1) independent person will assess the applications and make recommendations for appointments to the taskforce and then Council.

**3.4. Meetings**

- The taskforce will meet on a quarterly basis and more frequently if required
- Agendas and minutes from previous meetings will be circulated to members at least seven (7) days prior to the meeting
- The Chair of the Taskforce will be appointed for a term of two (1) year and is open to all members of the Taskforce.
- A quorum will consist of eight (8) members of the Committee.

**3.5. Voting**

- Voting and Recommendations are made by consensus and all decisions must be stated precisely for the inclusion of the minutes.
- Where a consensus cannot be reached then the majority of 60% of those present can adopt a motion.
- Alternative views are to be minuted.

**3.6. Code of Conduct**

- Meetings be conducted in an informal manner, but still within Council's 'Code of Conduct' Policy which all members are required to observe.
- Taskforce members should act in a professional, responsible and respectful manner with the information they obtain as a member.
- Taskforce members must at all times respect other members when expressing their opinions and views. Members should feel free to express their opinions without fear of reprimand.

**3.7. Confidentiality and Privacy**

Members may have contact with confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

**3.8. Communication**

- All issues must be clearly communicated including priorities, limitations and benefits to community.
- Members of the Taskforce are not permitted to speak to the media as representatives of the Taskforce unless approved by the chairperson.

*Shoalhaven City Council - Shoalhaven Homelessness Taskforce - Terms of Reference*

- Where approval has been given by the Chairperson, views and opinions expressed are those of the Taskforce and not of Shoalhaven City Council.
- Where endorsement is required from Shoalhaven City Council, approval must be sought through the formal processes.

**3.9. Council Staff Attendance**

Shoalhaven City Council will provide administrative Council staff who are normally required to attend the meetings of the Advisory Committee to carry out the following tasks:

- Collate and distribute Business Papers.
- Organise meetings.
- Minute taking, storage and distribution of minutes and associated documents.
- Providing administrative support to the Community Capacity Building Team to distribute information between the Committee and the Community Capacity Building Team.
- Staff representation from Rangers, Shoalhaven Swim, Sport and Fitness, Facilities and Visitor Information Centre
- Other staff at the relevant Group Directors' discretion or at the Advisory Committee's request can attend meetings as required. Staff have no voting privileges.

**3.10. Expectation of Taskforce Members**

Pecuniary Interest Returns may be required on appointment and annually as required by the Office of Local Government and Council.

**3.11. Responsibility of Council**

Council at its discretion may review and change the Terms of Reference, Role and Structure of the Taskforce.

**4. REVIEW**

After every Council election.

## HT22.4 Shoalhaven Homelessness Taskforce Committee Community Membership Expression of Interest - Member Recommendation Report

**HPERM Ref:** D22/61748

**Department:** Community Connections

**Approver:** Jane Lewis, Director - City Lifestyles

**Attachments:** 1. Homelessness Taskforce EOI Applications (Redacted) - January 2022  
(under separate cover) [📎](#)

### Reason for Report

To present applications from the Shoalhaven Homelessness Taskforce Membership Expression of Interest (EOI) to the Taskforce and put forward recommendations to the group.

### Recommendation

That:

1. Four applicants are invited to represent their organisation on the Taskforce:

- Ruby Hansen-Tarrant - Age Matters
- Grace Rey – Socks and Jocks
- Liz O’Connell – Mission Australia
- Alice Russack – Yumaro (NDIS)

The above organisations are not currently represented on the committee.

2. Three community membership appointments are offered to applicants with lived experience:

- Michael Sweeney – Bomaderry
- Shirley Taylor – Ulladulla
- Keith Davis – Ulladulla (itinerant)

3. Three community membership appointments are offered to represent community members with an interest in homelessness:

- Raul Arregui – North Nowra
- Julianne Hopkins – Nowra
- Stuart Bellingham – Mollymook

### Options

1. Adopt the recommendations as written.

Implications: The Homelessness Taskforce fill the vacant membership positions as listed in the recommendation.

2. Adopt an alternative recommendation.

Implications: Members of the Homelessness Taskforce Committee will provide an alternative recommendation.

## Background

During the Homelessness Taskforce Committee meeting held on 14<sup>th</sup> October 2021, it was recommended, by consent, that the Homelessness Taskforce: Endorse the Expression of Interest to be conducted to fill the 6 vacant community membership positions.

*a. Expressions of Interest (EOI) will be sought from a maximum of 3 community members with lived experience of homelessness with representation from North, Central and South of the Shoalhaven LGA.*

*b. Expressions of Interest will be sought from a maximum of 3 community members with an interest in addressing homelessness in the Shoalhaven with representation from North, Central and South of the Shoalhaven LGA. Nominate a member of the Committee to be the independent assessor for the next round of Expressions of Interest to the Taskforce.*

A membership Expression of Interest (EOI) was conducted between 6 January 2022 and 27 January 2022. This was advertised on the Shoalhaven City Council website, sponsored social media posts, agency network emails and radio advertising.

As outlined in the Terms of Reference 3.3.3 Nomination Process:

- An interview panel will consist of a Council staff member, the Chair of the Homelessness Taskforce Shoalhaven and one (1) independent person that will assess the applications and make recommendations for appointments to the taskforce and then Council.*

Patricia David, Unions Shoalhaven representative, was nominated as the independent assessor and along with Chair Mayor Amanda Findley and staff member Marsha Makary - Community Capacity Builder, Homelessness, recommendations were made from the 15 EOI applications. The assessment panel met on Thursday 3 February 2022 to discuss the recommendations.

Under section 3.3.1 Appointments of the Homelessness Taskforce Shoalhaven Terms of Reference, community membership of the Taskforce will comprise of:

- Representatives from community organisations and local service providers being either Government/Non-Government agencies/organisations and community members including but not limited to SAHSSI – Shoalhaven Women’s Homeless and DV Service, Unions Shoalhaven, Salt Ministries, ISLHD – Homelessness Mental Health Program, Shoalhaven Homelessness Hub, Grand Pacific Health, Legal Aid, Southern Cross Community Housing, Waminda, Care South.*
- Representation from a service(s) from the North, Central and South of Shoalhaven LGA.*
- A maximum of 3 community members with lived experience.*
- A maximum of 3 community members with an interest in homelessness in the Shoalhaven with representation from North, Central and South of the Shoalhaven LGA.*

The applications from the Shoalhaven Homelessness Taskforce EOI are attached for review and consideration by the Committee.

Council received 15 membership expressions of interest. Five applicants were employees of organisations, four of which are currently not represented in the Taskforce.

These four applicants have been recommended to join the taskforce as representatives of their organisations. Within the Terms of Reference there is no cap on the number of organisations that can be represented. These four new organisations are:



- Age Matters – Age Matters tackles homelessness, ageism, and social isolation. They support older Australians facing homelessness find stable accommodation that is right for them.
- Socks and Jocks – Socks and Jocks was established to help those who are most vulnerable to the climatic extremes of winter months. They collect donations of Socks n Jocks, clothes, hats, and blankets to distribute to those in need
- Mission Australia - Mission Australia offer a wide range of programs and interventions for those in need including services for people at risk of, or currently homeless.
- Yumaro (NDIS) – Yumaro (NDIS) is a registered charity and NDIS service provider offering employment, training, lifestyle, accommodation and home and community support services to over 140 people with a permanent disability in the Eurobodalla and Shoalhaven regions.

Three applicants had lived experience of homelessness, and the remainder were individuals with an interest in the issue of homelessness.

The Review Panel determined that there were no suitable candidates from the Central Shoalhaven region. However, there is current Taskforce representation of Central Shoalhaven through 'Bay and Basin Community Resources' and therefore the panel recommend that the current membership nominees satisfactorily represent the diverse range of experience in the Shoalhaven local government area.

### **Community Engagement**

A membership EOI was conducted between 6 January 2022 and 27 January 2022. This was advertised on the Shoalhaven City Council website, sponsored social media posts, agency network emails and radio advertising.

## HT22.6 Organisation Membership Recommendation Report

**HPERM Ref:** D22/71284

**Department:** Community Connections

**Approver:** Jane Lewis, Director - City Lifestyles

### Reason for Report

To nominate two relevant organisations currently not represented at the Homelessness Taskforce

### Recommendation

That the following representatives be invited to represent their organisations on the Shoalhaven Homelessness Taskforce:

- Blake Richards (My Best Life Australia)
- Digby Hughes (Homelessness NSW)

### Options

1. Adopt the recommendation as written.

Implications: The Homelessness Taskforce accept the appointment recommendations

2. Adopt an alternative recommendation.

Implications: Members of the Homelessness Taskforce Committee will provide an alternative recommendation.

### Background

Blake Richards is the Chief Executive Officer of My Best Life Australia. Mr Richards has previously presented at the Shoalhaven Homelessness Taskforce committee and remains on the Shoalhaven Homelessness Interagency mailing list.

My Best Life Australia operate out of the Shoalhaven region and according to their website, are a “registered charity in NSW whose main purpose is to provide crisis accommodation, safe transport options for domestic violence victims and children. We provide services and enable them with skills by collaborating with other charities.”

My Best Life Australia’s current projects include ‘Tempy Nester’ which aims to support people who have spare accommodation or living space to temporarily host women and children who have been subjected to domestic violence in Australia. Further information can be found on their website: <https://www.mybestlifeaustralia.org.au/>

Mr Richards approached Councils Community Capacity Builder Homelessness to request to be included in the Taskforce when he learned that it had be re-established.

Digby Hughes is the acting Policy and Advocacy Manager at Homelessness NSW. There is no record of there ever being representation from Homelessness NSW on the Shoalhaven Homelessness Taskforce.

Homelessness NSW is the peak agency for its member organisations to end homelessness across NSW and “advocate and provide leadership on homelessness issues across NSW and support effective service delivery to those who are experiencing homelessness, have experienced homelessness or are at risk of homelessness”.

Homelessness NSW members include small, locally based community organisations, multiservice agencies with a regional reach and large state-wide service providers. They write sector reports, facilitate campaigns and administer programs across NSW. Further information can be found on their website: <https://homelessnessnsw.org.au/>

Councils Community Capacity Builder – Homelessness has recommended the inclusion of Homelessness NSW as the peak agency.

## HT22.5 Action Table Update

**HPERM Ref:** D22/68918

**Department:** Community Connections

**Approver:** Jane Lewis, Director - City Lifestyles

**Attachments:** 1. Homelessness Taskforce Action Table February 2022 [↓](#)

### Reason for Report

To provide the Shoalhaven Homelessness Taskforce with a progress report on outstanding actions.

### Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Homelessness Taskforce:

1. Receive the Update on Actions report for information.
2. Acknowledge the following actions as being complete and remove from the action table:
  - a. HT21.1 Introduction & Update on Actions - Shoalhaven Homelessness Workshop Planning Group – Formation
  - b. HT21.2 Homelessness Taskforce - Membership - Expression of Interest endorsed - Independent Assessor - Patricia David
  - c. HT21.4 Shoalhaven Homelessness Taskforce Thrive Together Fair Planning Group – Formation
3. Acknowledge actions one and two from item HT19.6 as being complete and remove from the action table:

*HT19.6 Shoalhaven Homelessness & Good Living Interagency - Annual Progress Report - Affordable Housing Strategy*

1. *Receive copies of the Homelessness and Good Living Interagency minutes for February, March, and April 2019 for their information.*
2. *Acknowledge the Homelessness and Good Living Interagency Position Paper.*

### Options

1. Adopt the recommendation as written.

Implications: The Shoalhaven Homelessness Taskforce is updated of actions and recommendations made at previous meetings

2. Request more information

Implications: The Shoalhaven Homelessness Taskforce request further information

### Background

This report is to update the Shoalhaven Homelessness Taskforce on outstanding actions from previous meetings.

Subject to the Taskforce concurring that satisfactory progress has been made to complete the items on the February 2022 Action Sheet Report, the Taskforce is requested to adopt the Recommendation to note the completion of:

- HT21.1 Introduction & Update on Actions - Shoalhaven Homelessness Workshop Planning Group – Formation
- HT21.2 Homelessness Taskforce - Membership - Expression of Interest endorsed - Independent Assessor - Patricia David
- HT21.4 Shoalhaven Homelessness Taskforce Thrive Together Fair Planning Group – Formation

In addition note the completion of the following items from the following actions:

- HT19.6 Shoalhaven Homelessness & Good Living Interagency - Annual Progress Report - Affordable Housing Strategy
  1. Receive copies of the Homelessness and Good Living Interagency minutes for February, March, and April 2019 for their information.
  2. Acknowledge the Homelessness and Good Living Interagency Position Paper.

And the continuation of the following items from the following actions:

- HT19.6 Shoalhaven Homelessness & Good Living Interagency - Annual Progress Report - Affordable Housing Strategy
  3. Receive an annual report that outlines progress against KPI's that are contained in the Shoalhaven Affordable Housing Strategy

Attachment 1 provides information regarding the status of actions and resolutions made at previous meetings. Should Taskforce members require further information on the status of the actions in the table attached Council staff will provide as requested.

An update will be provided by the Shoalhaven City Council Strategic Planning team on Shoalhaven Affordable Housing Strategy at the next Taskforce Committee meeting on 10<sup>th</sup> March 2022.

### **Community Engagement**

It is important that the members of the Shoalhaven Homelessness Taskforce are kept informed on progress towards the completion of actions and projects. This report provides a structured approach to facilitate this information exchange.

The relevant Taskforce members nominated to form the Thrive Together Fair planning group, Homelessness Workshop planning group and Community Member Expression of Interest assessment panel have been consulted as required.

Homelessness Taskforce Shoalhaven Uncompleted as at 17/2/22			Action Sheets Report
Meeting Date: 17/06/2019	Item No: HT19.6	Officer: Clark, Gordon	Completed:
Title: Shoalhaven Homelessness & Good Living Interagency - Annual Progress Report - Affordable Housing Strategy			
<b>RESOLVED</b> (Patricia David / Cllr Digiglio) That the Shoalhaven Homelessness Taskforce: <ol style="list-style-type: none"> <li>1. Receive copies of the Homelessness and Good Living Interagency minutes for February, March and April 2019 for their information;</li> <li>2. Acknowledge the Homelessness and Good Living Interagency Position Paper;</li> <li>3. Receive an annual report that outlines progress against KPIs that are contained in the Shoalhaven Affordable Housing Strategy.</li> </ol> CARRIED		<b>Notes:</b> 25/07/2019 9:29:49 AM - Teagan Scholl Action reassigned to Clark, Gordon by: Starr, Teagan for the reason: Reporting against KPIs contained in the Shoalhaven Affordable Housing Strategy will be undertaken by Strategic Planning.  17/10/2019 2:18:10 PM - Gordon Clark Staff investigating most appropriate ways to compile the annual KPI information that has been requested.  Continuing to investigate best way to deliver the KPI data, including possibly subscribing to iD Housing data website. Meeting now arrange with iD to discuss the scope of the website.  18/02/2020 9:51:43 AM - Gordon Clark Continuing to investigate best way to deliver the KPI data, including possibly subscribing to the iD Housing data website. Meeting arrange with iD to discuss the scope and capability of the website.  24/02/2020 11:35:22 AM - Gordon Clark Staff are continuing to investigate the most appropriate ways to compile the annual KPI information that has been requested. In this regard a meeting will be held shortly with iD, the provider of Councils demographic information to discuss the new housing module/product that they have and whether it can readily provide the required information.  21/02/2022 Update from Rebecca Jardim Action in progress: 'Shoalhaven Affordable Housing Strategy Progress Review February 2022' not yet finalised. Staff focusing on obtaining correct KPI data and note resource constraints and staff availability to complete reporting.	

Homelessness Taskforce Shoalhaven Uncompleted as at 17/2/22			Action Sheets Report
			ITEMS 1 AND 2 OF HT19.6 TO BE MARKED COMPLETE AND REMOVED.
Meeting Date: 14/10/2021	Item No: HT21.1	Officer: Makary, Marsha	Completed: 18/02/2022
Title: Introduction & Update on Actions - Shoalhaven Homelessness Workshop Planning Group - Formation			
<b>RESOLVED</b> (By consent) That the Homelessness Taskforce: 1. Receive this report which provides: a. an introduction to the Taskforce. b. the current situational analysis. c. an update on Council actions. 2. Endorse the recommendation for the Homelessness Taskforce to join Council staff in planning the Shoalhaven Homelessness Workshop. 3. Form a Planning Group to support in the development of the Shoalhaven Homelessness Workshop, made up of the following members: Lindy Meeves – Nowra Community Mental Health Team Justine O'Reilly – Shoalcoast Community Legal Centre Sammi Stiff – Headspace Nowra Peter Dover – Salt Ministries Pat David – Unions Shoalhaven Mel Brueker - Community Industry Group Julie Bugden - Shoalhaven Homeless Hub  Nomination for the Planning Group will remain open to all members following today's meeting, by contacting Michael Paine – Manager Community Connections.  carried		<b>Notes:</b> 06/12/2021 12:23:18 PM - Jessica Richardson Action reassigned to Makary, Marsha by: Richardson, Jessica for the reason: Action reassigned to the Community Capacity Builder - Homelessness, as responsibility for this report sits with this position.  18/02/2022 4:17 PM – Marsha Makary Action Complete: working group have formed and begun planning for the Homelessness Workshop. Working group members include:  Patricia David (Unions) Justine O'Reilly (Shoalcoast Community Legal Centre) Julie Bugden (SAHSSI) Marsha Makary (SCC) Jessica Richardson (SCC) Erin Mulally (Shoalcoast Legal Centre) Sammi Stiff (Headspace) Lindy Meeves (ISLHD) Peter Dover (Salt) Coralee Rough (Shoalhavens Women Resource Group) Melissa Breuker (CI Group)	

Homelessness Taskforce Shoalhaven Uncompleted as at 17/2/22			Action Sheets Report
Meeting Date: 02/11/2021	Item No: HT21.2	Officer: Makary, Marsha	Completed: 18/02/2022
Title: Homelessness Taskforce - Membership - Expression of Interest endorsed - Independent Assessor - Patricia David			
<b>RESOLVED*</b> (Clr Pakes / Clr White) MIN21.808 That the Homelessness Taskforce: 1. Endorse the Expression of Interest to be conducted to fill the 6 vacant community membership positions. a. Expressions of Interest (EOI) will be sought from a maximum of 3 community members with lived experience of homelessness with representation from North, Central and South of the Shoalhaven LGA. b. Expressions of Interest will be sought from a maximum of 3 community members with an interest in addressing homelessness in the Shoalhaven with representation from North, Central and South of the Shoalhaven LGA. 2. Patricia David – Unions Shoalhaven - was nominated to be the independent assessor for the next round of Expressions of Interest to the Taskforce.  CARRIED		<b>Notes:</b> 06/12/2021 12:22:36 PM - Jessica Richardson Action reassigned to Makary, Marsha by: Richardson, Jessica for the reason: Action reassigned to the Community Capacity Builder - Homelessness, as responsibility for this report sits with this position.  18/02/2022 4:22 PM – Marsha Makary Action Complete: Homelessness Taskforce Membership Expressions of Interest received and reviewed by the designated panel assigned by the Homelessness Taskforce. A membership recommendations report has been submitted to the Taskforce.	

Meeting Date: 14/10/2021	Item No: HT21.4	Officer: Makary, Marsha	Completed: 18/02/2022
Title: Shoalhaven Homelessness Taskforce Thrive Together Fair Planning Group - Formation			
<b>RESOLVED</b> (By consent) That the Homelessness Taskforce: 1. Receive this report providing an overview and evaluation of the Thrive Together Fair		<b>Notes:</b> 06/12/2021 12:23:01 PM - Jessica Richardson	



Homelessness Taskforce Shoalhaven Uncompleted as at 17/2/22	Action Sheets Report
<p>2. Endorse the recommendation for the Homelessness Taskforce to join Council Staff in planning the Thrive Together Fair in 2022</p> <p>3. Form a Planning Group to support in the planning of the Thrive Together Fair 2022, made up of the following members:</p> <p style="padding-left: 40px;">Sammi Stiff – Headspace Nowra Peter Dover – Salt Ministries Pat David – Unions Shoalhaven Lindy Meeves - Nowra Community Mental Health Services Emilie Martin – Grand Pacific Health</p> <p>CARRIED</p>	<p>Action reassigned to Makary, Marsha by: Richardson, Jessica for the reason: Action reassigned to the Community Capacity Builder - Homelessness, as responsibility for this report sits with this position.</p> <p><i>18/02/2022 4:20 PM – Marsha Makary</i></p> <p>Action Complete: Working group have formed and begun the planning process for the Thrive Together Fair and related 'pop up' events. Working group members include:</p> <p>Marsha Makary (SCC) Kate Morris (TAFE), Jasmine Huang (Shoalhaven Legal Centre) Samantha Stiff (Headspace) Patricia David (Union) Lucinda Knapp (ALS) Ash Hudson (Salt) Peter Dover (Salt) Lindy Meeves (ISLHD) Emma Wood (Shoalcoast) Fiona Lam (SNS) Samantha Kettlewell (Beyond Empathy) Gareth McAuslin (GPH) Michelle Miran (Census)</p>