

## Homelessness Taskforce Shoalhaven

**Meeting Date:** Thursday, 08 June, 2023  
**Location:** Jervis Bay Rooms, 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. Apologies**

**2. Confirmation of Minutes**

- Homelessness Taskforce Shoalhaven - 9 February 2023 ..... 1

**3. Declaration of Interests**

**4. Presentations**

- HT23.5 Presentation - Shelter NSW - Housing Report & Housing Priorities  
*John Engeler – CEO Shelter NSW, Cathy Callaghan - Senior Policy Officer and Kayla Clanchy – Regional Policy Officer will present to the Taskforce regarding the Regional Housing Need Report released by Shelter NSW in February 2023.*

**5. Reports**

- HT23.6 Mayors Relief Fund Update Report ..... 6  
HT23.7 Update on Action HT22.15 Response to Ministerial Correspondence ..... 10  
HT23.8 Homelessness Taskforce Shoalhaven - Terms of Reference Review..... 13  
HT23.9 Action Table Report Update 8 June 2023..... 15

**6. General Business**

**Membership**

Clr Findley - Chairperson

All Councillors

Chief Executive Officer or Nominee

Penni Wildi – Waminda

Cathy Campbell – Southern Cross Housing

Donna Corbyn – Bay & Basin Community Resources

Patricia David – Unions Shoalhaven

Peter Dover – Salt Ministries

Erin Gliddon - Services Australia - South Coast NSW

Bernard Gleeson – St Vincent De Paul Welfare

Belle Grossetti – Mission Australia

Rohanna Holland – Bay & Basin Community Resources

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

Nicky Sloane – CI Group

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

Cassie Michaux - Manager Commissioning and Planning, Illawarra Shoalhaven and Southern NSW District

Joanne Grant – AMS Nowra

Julie Bugden – Shoalhaven Homelessness Hub

Ruby Hansen-Tarrant – Age Matters

Alice Russack – Yumaro

Liz O'Connell – Mission Australia

Grace Rey – Socks n Jocks

Amy Haines – Homelessness NSW

Maria Lopez – Grand Pacific Health (GPH)

Lucinda Knapp – Aboriginal Legal Service

Coralee Rough - ROCC

Dan Harmelin – North Shoalhaven

Julianne Hopkins – North Shoalhaven

Peter Brandis – North Shoalhaven

Keith Davis – South Shoalhaven

Jenifa Fowler – North Shoalhaven

Natalie Allan – Community Member

John Hart – Community Member

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, 9 February 2023  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 2:00 pm

The following members were present:

Clr John Kotlash  
Clr Evan Christen (Remotely)  
Mr Peter Dover - SALT Ministries  
Ms Ashley Hudson – SALT Ministries  
Ms Patricia David - Unions Shoalhaven – Joined 2:09pm  
Capt Matthew Sutcliffe - The Salvation Army (Remotely) – Left 2:55pm  
Ms Olivia Todhunter - Legal Aid NSW (Remotely) – Joined 2:04pm  
Ms Erin Mulally - Shoalcoast Community Legal Centre (Remotely)  
Ms Cathy Campbell - Southern Cross Housing (Remotely) – Joined 2:32pm  
Ms Ruby Hansen-Tarrant - Age Matters (Remotely)  
Ms Lucinda Knapp - Aboriginal Legal Service (Remotely) – Joined 2:27pm  
Ms Elizabeth O’Connell - Mission Australia (Remotely)  
Ms Kristy Puckeridge - Southern Youth and Family Services (Remotely) – Joined 2:29pm  
Mr Blake Richards - My Best Life  
Ms Julianne Hopkins  
Mr Raul Arregui (Remotely)  
Mr Michael Paine - Manager Community Connections

Others Present:

Mr Gareth Ward – Member for Kiama (Remotely)  
Ms Jodi Blair – Safe Waters (Remotely)  
Ms Cristine Benson – Services Australia (Remotely)  
Mr Tony Briggs - Care South  
Mr Gordon Clark - Section Manager - Strategic Planning  
Ms Marsha Makary - Community Capacity Builder – Homelessness

Michael Paine – Manager Community Connections – noting the mayor was an apology and therefore absent, assumed the Chair and asked the members present if there were any nominations for the role of Chairperson.

The members present nominated Michael Paine to continue to Chair the meeting. No further nominations were received and Michael Paine was declared to be the acting Chairperson for the remainder of this meeting.

### Apologies / Leave of Absence

Apologies were received from Clr Amanda Findley, Clr Tonia Gray, Hon Fiona Phillips MP, Ms Kristy Puckeridge, Ms Samantha Stiff, Ms Lindy Meeves, Mr Keith Davis, Ms Anna Bacik and Ms Rohanna Holland.

## Confirmation of the Minutes

### RESOLVED (By consent)

That the Minutes of the Homelessness Taskforce Shoalhaven held on Tuesday 29 November 2022 be confirmed.

CARRIED

## Declarations of Interest

Nil

## REPORTS

### HT23.1 Mayoral Relief Fund For Homelessness Update

HPERM Ref:  
D22/529251

Michael Paine - Manager Community Connections – advised the Taskforce that Council would like to invite members to assist in the ‘Year of Thriving Together’ Campaign, by being involved in short videos, to be shared via social media and amongst various organisations.

Mr Peter Dover volunteered to take part in the production of the videos, along with other volunteers within SALT ministries who have lived experience.

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

That the Homelessness Taskforce Shoalhaven:

1. Receive this report as an update on the Mayoral Relief Fund Appeal for people ‘Doing It Tough’.
2. Support the allocation of funds as more fully detailed in the report – being:
  - a) The first \$15,000 of the funds raised will be allocated towards the creation of 500 crisis ‘care packs’.
  - b) Any funds over \$15,000 (and up to \$40,000) will be distributed evenly to provide crisis/relief support to community members in need.
  - c) After the first \$40,000 of funds raised are allocated, further funds will be available to service providers throughout Shoalhaven via an EOI process for relief/crisis initiatives.
3. Support the nomination of Digby Hughes, Homelessness NSW representative, to be the independent member to sit on the assessment panel for Expressions of Interest for distribution of funds.
4. Acknowledge that the Mayoral Relief Fund Appeal has already commenced and thank Digby Hughes, Peter Dover, and Lesley Labka for participating in the media launch.
5. Endorse that the options provided in this report will be presented to the Mayoral Relief Fund Committee. The Mayoral Relief Committee will have the final endorsement of the proposal for distribution of funds.
6. Request an update report on the outcomes of the Mayoral Relief Fund Appeal following its completion

### RESOLVED (By consent)

That the Homelessness Taskforce Shoalhaven:

1. Receive this report as an update on the Mayoral Relief Fund Appeal for people 'Doing It Tough'.
2. Support the allocation of funds as more fully detailed in the report – being:
  - a) The first \$15,000 of the funds raised will be allocated towards the creation of 500 crisis 'care packs'.
  - b) Any funds over \$15,000 (and up to \$40,000) will be distributed evenly to provide crisis/relief support to community members in need.
  - c) After the first \$40,000 of funds raised are allocated, further funds will be available to service providers throughout Shoalhaven via an EOI process for relief/crisis initiatives.
3. Support the nomination of Digby Hughes, Homelessness NSW representative, to be the independent member to sit on the assessment panel for Expressions of Interest for distribution of funds.
4. Acknowledge that the Mayoral Relief Fund Appeal has already commenced and thank Digby Hughes, Peter Dover, and Lesley Labka for participating in the media launch.
5. Endorse that the options provided in this report will be presented to the Mayoral Relief Fund Committee. The Mayoral Relief Committee will have the final endorsement of the proposal for distribution of funds.
6. Request an update report on the outcomes of the Mayoral Relief Fund Appeal following its completion

CARRIED

Post Meeting Note: Following this meeting, Council has been advised that Mr Digby Hughes is no longer in his role with Homelessness NSW. As such, Mr Raul Arregui has been nominated to sit on the assessment panel to review Expressions of Interests for the distribution of funds.

#### **HT23.2 Action Table Report Update 9 February 2023**

**HPERM Ref: D23/7158**

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

That the Homelessness Taskforce Shoalhaven acknowledge the following actions as being complete and remove from the action table:

1. HT22.15 Additional Item - Social / Affordable Housing Funding - advocate to Federal Government - Cooperative housing - Regional Planning
2. HT22.16 Additional Item - Doing it Tough Guide / Access to NSW Register - Airbnb - Report Request

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

That the Homelessness Taskforce Shoalhaven acknowledge the following actions as being complete and remove from the action table:

1. HT22.15 Additional Item - Social / Affordable Housing Funding - advocate to Federal Government - Cooperative housing - Regional Planning
2. HT22.16 Additional Item - Doing it Tough Guide / Access to NSW Register - Airbnb - Report Request

CARRIED

## GENERAL BUSINESS

### HT23.3 Strategic Plan Update - Working Groups

HPERM Ref:  
D23/24353

Update on the work of the four (4) Working Groups of the Homelessness Strategic Plan – Advocacy and Lobbying.

#### Details:

Members of the four (4) Working Groups were asked to provide any updates on the work undertaken since the Homelessness Strategic Planning Day, held on 11 October 2022.

Work Group 4 – Housing and Accommodation - provided the following update:

- Respective tasks and responsibilities to support the plan's actions have been set.
- An update regarding the Mayors request for property owners to consider making their properties available for long term affordable rentals (MIN22.577) has been sought.  
Council staff advised that a report will be going to Council later this month with relevant data regarding the Mayors request.
- Specialist homelessness services in the Shoalhaven will be meeting later in the month to discuss support services for the tenants of SALT's properties.
- Information was shared via the NSW Communities and Justice in relation to funding opportunities to deliver and operate new women's refuges.
- Investigations are continuing into the opportunities and challenges of tiny homes as a housing solution, noting that the working example in Gosford, which has housed 28 people over the last three years, as well as investigations into potential sites for meanwhile use.

Ms Patricia David requested to receive information from Southern Cross Housing regarding the current number of vacant properties and the turnaround period.

In response, Ms Cathy Campbell advised that it is a short turnaround period to get new occupants into a vacant property, however will provide an update to the next meeting including further detail and the number of vacant properties.

Working Group 3 – Advocacy and Lobbying – provided the following update:

- The two advocacy letters which the Group has been working on were approved by the Shoalhaven Homelessness Interagency and sent out in January 2023. One letter to the Regional Transport Minister regarding the opal card shut off south of Bomaderry train station, and the other to a number of different Ministers regarding statistics for the homelessness situation and housing stress in their communities.

Working Group 1 – Early Intervention & Collaborative Support - provided an update to the Taskforce and also discussed the Unsung Hero's Innovation and Volunteering Grant received by Council to support a project for raising awareness of volunteering and how to volunteer in the Shoalhaven.

### HT23.4 Additional Item - Caravan Parks - Social Housing

Mr Blake Richards sought clarification regarding the policy of permanent residency in Caravan Parks, and vacant lots being used as social housing.

Council staff advised Mr Richards of Local Government Regulations and the commercial agreement which Caravan Parks operate under. Staff further advised that they would locate and distribute a previous report which was resolved as follows to be received by Council: *'That Council report back on how Holiday Haven could contribute to providing some housing relief in the parks*

*and how that could be achieved given the Crown Land Status of the Parks' (MIN21.302).*

**The following additional matters were raised in General Business:**

- Marsha Makary - Community Capacity Builder Homelessness – advised the Taskforce that Council has received through the NSW Community Development Fund a grant for \$52,000 to be put towards the actions of Council's Strategic Plan for Homelessness.
- Mr Gareth Ward MP advised the Taskforce that he has obtained a grant for almost \$50,000 for SALT Ministries, to be used to help with upgrading the Bomaderry Community Centre.
- Ms Cathy Campbell advised the Taskforce that Southern Cross Housing are set to undertake the Rough Sleeper count on 23 February 2023, from 4:00am to 6:00am. Ms Campbell further advised that the data collected will be made available online and sent to the Taskforce.

There being no further business, the meeting concluded, the time being 3:07pm.

Mr Michael Paine  
CHAIRPERSON



## HT23.6 Mayors Relief Fund Update Report

HPERM Ref: D23/123049

Department: Community Connections

Approver: Jane Lewis, Director - City Lifestyles

### Reason for Report

The purpose of this report is to provide the Homelessness Taskforce Shoalhaven with an update on the Mayoral Relief Fund for Homelessness Appeal.

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

That the Homelessness Taskforce Shoalhaven receive this report for information.

### Options

1. The Homelessness Taskforce Shoalhaven note the report for information and accept the recommendations as written.  
Implications: The Homelessness Taskforce Shoalhaven receive this report for information
2. The Homelessness Taskforce Shoalhaven require further information.  
Implications: The Homelessness Taskforce Shoalhaven do not accept the recommendations and ask for further information.

### Background

The first part of the Mayoral Relief Homelessness Appeal 'A Year to Thrive 2023' commenced on 30 January 2023 and was due to close on 27 March 2023. This report provides an update on the campaign and proposes an extension to the original timeline.

#### Finance update

The 'A Year to Thrive 2023' appeal has raised \$1,064 to date. As this has not reached the milestones set out in the original report it is proposed to extend the campaign and online 'Give Now' link to December 2023 to allow community to continue making donations through to the end of the year.

#### Campaign Promotion update

The 'A Year to Thrive 2023' campaign went live in January 2023 and was launched via a media release and social media messaging including a video with the Mayor and representatives from local Community Service organisations. There was limited financial response received from the initial launch.

Media release:

<https://www.shoalhaven.nsw.gov.au/Council/News/A-Year-to-Thrive-Together-Launch>

In March, a second media release involving SALT Ministries Peter Dover and two community member participants, with lived homelessness experience was released and this has seen more positive engagement.

SALT Ministries provided Council with two video interviews with two people with lived experience to help promote the campaign on social media. The first video was published on Council social media platforms late March 2023, and the second video is scheduled on Council social media on the 18 April 2023.

Due to the relative success of the second approach, future social media will focus on stories from people with lived experience and local service providers in the homelessness space.

Media release:

<https://www.shoalhaven.nsw.gov.au/Council/News/Donations-vital-to-help-those-doing-it-tough>

Videos of Salt participants:

<https://youtu.be/GyValNzavPo>

<https://youtu.be/eFxNutFxfwM>

Report from the ***State of Homelessness and Housing Crisis Study*** was issued in mid-March with dire facts and figures from the Shelter NSW Report scorecard which shows the Shoalhaven as scoring 9/10 for people experiencing financial stress associated with housing - with many paying more than 30% of their income to cover their mortgage or rent - and 10/10 for the number of people on the social housing waitlist. This media release encouraged donations for people with disadvantage.

Media release:

<https://www.shoalhaven.nsw.gov.au/Council/News/Statewide-report-identifies-Shoalhaven-housing-crisis>

Power FM and 2ST have been confirmed for advertising and the Comms & Media Team will be looking to profile participants from local services and shelters including Vinnies, SALT Ministries and Supported Accommodation and Homelessness Services Shoalhaven Illawarra (SAHSSI) for the campaign to continue to engage with community and encourage them to interact with the campaign and donate over the next few months.

Members of the Shoalhaven Homelessness Taskforce will continue to be encouraged to share the media items through their website and social media channels.

### Mayor's office update

Letters to 'Big Business' will be sent out prior to End of Financial Year in May 2023 to promote the opportunity to donate financially or with items for the Thrive Together fair care packs. A copy of the letter will also be sent as a letter to the editor for newspapers for potential publication.

Rate payers' letters will be sent out in October 2023 with the message being "anyone can help", to encourage people who may wish to put vacant homes on the private rental market and promote options for donating financially to 'A Year to Thrive 2023' campaign.

### Distribution of funds

Due to the low response to the campaign, the ‘Give Now’ link on Council’s website has been extended. The funds received will continue to be monitored until such time as they reach the milestones agreed previously (below):

**Funding raised: \$15,000 or less:**

The first \$15,000 of the funds raised will be allocated towards the creation of 500 crisis ‘care packs’ that will be given away to attendees of the Thrive Together Fair 2023 (The Fair). As high attendee numbers are expected at The Fair funds will be used to supplement the goods donations received through the ‘Give Dignity This Winter’ campaign and ensure that 500 dignity packs are available for distribution. Organisers will ensure methods are put in place for equitable distribution of the Care Packs to all attendees.

*These funds (\$15,000) will now be allocated to the Thrive Together Care Packs in preparation for the Fair in August.*

**Funding raised: Between \$15,000 to \$40,000:**

After the first \$15,000 of funds raised are allocated for the Thrive Together Fair, any funds over \$15,000 (and up to \$40,000) will be distributed evenly to provide crisis/relief support to community members in need.

Three eligible organisations representing North, Central and South Shoalhaven will be selected through an Expression of Interest (EOI) process to distribute funds according to set criteria. To be eligible to receive funding these organisations must be accessible to a broad cross-section of the community.

**Funding Raised: Above \$40,000:**

After the first \$40,000 of funds raised are allocated, further funds will be available to service providers throughout Shoalhaven via an EOI process for relief/crisis initiatives.

At such time as the above is raised, services will be able to apply for funding for relief/crisis response initiatives outside of business-as-usual funding/service provision to provide additional support to those in need in community. Individual community members can also request funding through these service providers for relief support.

The funds will be monitored monthly over the coming months and when they reach the above amounts, they will be allocated accordingly.

Timeline:

The Mayoral Relief Fundraising campaign began on 30 January 2023 and will run throughout the year until such time as the funds reach the agreed milestones for distribution. The ‘Give Now’ link initially due to close 27 March 2023 will be extended until December 2023 to allow for a longer period of time for community to give, recognising that the beginning of the calendar year is not the optimal time for donations.

Month	Date	Description	Status
January	30 January 2023	‘A Year to Thrive 2023’ commences.	Completed

HT23.6

February	20 February 2023	Mid-point review meeting – review of funds.	Completed
		Preparation for EOI launch	<i>postponed</i> – due to lack of funds
March	27 March 2023	‘Give Now’ link extended to December 2023	
		EOI launch	<i>postponed</i> – due to lack of funds
April	27 April 2023	Review meeting – monitor funds and discuss next steps	
May		EoFY letters to big business for financial and goods donations  Thrive Together Fair promotion commences. Call out for organisations, service providers and business to be involved in the fair.	
June	5 June 2023	Give Dignity This Winter, Donations Drive for the Thrive Together Fair care packs begins.	
July	10 July 2023	Promotion for Thrive Together Fair 2023 goes live.	
August	8 August 2023	Thrive Together Fair 2023	
October		Mayors letter to ratepayers sent out to residents	
December		‘Give Now’ link due to close.	

HT23.6

### Community Engagement

Community organisations are encouraged to join the media campaign for the Mayor’s Relief Fund Appeal to encourage community to interact with the appeal and donate, and to raise awareness of the issue of homelessness and how their organisation could potentially use the funds raised. Council has thus far reached out to St Vincent de Paul Ulladulla, Salt Care, SAHSSI and Ulladulla & Districts Community Resource Centre.

## HT23.7 Update on Action HT22.15 Response to Ministerial Correspondence

**HPERM Ref:** D23/186029

**Department:** Community Connections

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

**Attachments:**

1. Attachment - Response - Social Housing Funding - Office of Prime Minister - The Hon. Patrick Gorman MP (under separate cover) [⇒](#)
2. MP Response - Letter to Minister for Social Services - Office of Julie Collins MP (under separate cover) [⇒](#)
3. MP Response - Letter to Commonwealth Investment in Social & Affordable Housing - Office of Fiona Phillips MP (under separate cover) [⇒](#)
4. Letter Outgoing - Social Housing Funding - Office of Prime Minister - The Hon. Anthony Albanese, MP (under separate cover) [⇒](#)

### Reason for Report

The purpose of this report is to provide the Homelessness Taskforce Shoalhaven with an update on Action HT22.15 and share Ministerial correspondence which responds to advocacy letters sent by Council.

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

That the Homelessness Taskforce Shoalhaven receive this report for information.

### Options

1. The Homelessness Taskforce Shoalhaven accept this report for information.

Implications: The report is accepted for information.

2. The Homelessness Taskforce Shoalhaven do not accept the report and request further information.

Implications: Further information is requested.

### Background

This report is to provide an update to the Homelessness Taskforce Shoalhaven (HTS) on Action Item HT22.15 and share correspondence from the Office of the Prime Minister, Minister for Social Services and the Member for Gilmore with members of the Taskforce.

At the HTS meeting on 24 May 2022 members put forwards a recommendation to Council to advocate to State and Federal Government for a change in social housing funding. At Council's Ordinary meeting on 27 June 2022, it was resolved:

*That Council:*

*MIN22.417*

1. *Immediately advocate for social housing funding, that is general in nature and not classified, (so that it can be utilised for all classifications of housing) to:*

a. *The Honourable Anthony Albanese MP, Prime Minister of Australia.*

- b. *The Minister for Social Services - The Hon Amanda Rishworth MP.*
- c. *Mrs Fiona Phillips MP, Member for Gilmore.*

The community organisations and service providers of the Homelessness Taskforce Shoalhaven were consulted on community funding challenges and priorities prior to Council drafting Ministerial correspondence advocating for social housing funding. Three letters were sent to Ministers as resolved above. Attached for reference is the outgoing letter to the Office of the Prime Minister which was also sent to the Minister for Social Services and the Member for Gilmore (**Attachment 4**).

In the letters, Council provided background on the unique factors behind the Shoalhaven homelessness and housing crisis. Whilst welcoming the Federal Government's intention to establish a ten-year National Housing and Homelessness Plan, Council urged for specific injections of funding in key areas, including Shoalhaven. Council highlighted that it is crucial that funding is generalised to accommodate for the broad variety of individuals and families who are homeless, or at risk, to allow specialist housing providers to be flexible with their service provision and limit the barriers that local community and housing services providers constantly face.

The Hon. Patrick Gorman MP provided a response on behalf of the Office of Prime Minister. In this letter the National Housing and Homelessness Plan, National Housing Accord and Housing Australia Future Fund were highlighted as the Federal Government's response to the homelessness and housing crisis.

The Hon Julie Collins, Minister for Housing, Minister for Homelessness and Minister for Small Business, provided a response highlighting that the Albanese Government is developing the National Housing and Homelessness Plan with the involvement of key stakeholders, including local government, and outlined that the Federal Government has already delivered the following:

- Established the Regional First Home Buyer Guarantee.
- Widening the National Housing Infrastructure Facility and unlocking \$575 million to spend on social and affordable housing projects.
- Establishing an interim National Housing Supply and Affordability Council.
- Building the National Housing Accord to bring together all levels of government and investors and the construction sector to support the delivery of social and affordable housing, alongside \$350 million in additional funding.
- Increasing the National Housing Finance and Investment Corporation's liability cap to \$2 billion.
- Made changes to investments in build-to-rent accommodation to increase incentives for housing supply.
- Established a \$10billion Housing Australia Future Fund which supports the delivery of 30,000 new social and affordable housing in five years as well as specialist support for domestic violence victims, veterans, and remote Indigenous housing.

The National Housing and Homelessness Agreement (NHHA) has received an extension to June 2024 and \$67.5 million in funding. The Hon Julie Collins MP advised that under the NHHA, states and territories have responsibility and flexibility for determining priorities and funding allocations and suggests that Shoalhaven City Council raise the issue to NSW Minister for Housing and Minister for Homelessness, the Hon Rose Jackson MLC.

Fiona Phillips MP provided a detailed response echoing the above list of strategies being implemented by The Government and stated that the \$10 billion Housing Future Fund is the central piece of the Labor Government's plan to change the design of social and affordable housing. Fiona Phillips suggests that the Housing Future Fund and the permanent establishment of the National Housing Supply and Affordability Council are being delayed by the crossbench but encourages local council to ensure their project plans are advanced enough to begin once funding becomes available.

Attached are the correspondence received in response to the letters sent by Council **Attachments 1-3**.

### **Community Engagement**

Community organisations and service providers of the Homelessness Taskforce Shoalhaven were consulted on community and funding priorities prior to Council sending Ministerial correspondence advocating for social housing funding.

## HT23.8 Homelessness Taskforce Shoalhaven - Terms of Reference Review

**HPERM Ref:** D23/214337

**Department:** Community Connections

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

**Attachments:**

1. Homelessness Taskforce Shoalhaven - Terms of Reference - Track Changes May 2023 (PDF) (under separate cover) [↗](#)
2. Homelessness Taskforce Shoalhaven - Terms of Reference - With Changes May 2023 (PDF) (under separate cover) [↗](#)

### Reason for Report

The purpose of this report is to provide the Homelessness Taskforce Shoalhaven with proposed amendments to the Terms of Reference.

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

That the Homelessness Taskforce Shoalhaven accept the proposed amendments to the Homelessness Taskforce Shoalhaven Terms of Reference and submit to Council for adoption.

### Options

1. The recommendation is adopted as written:

Implications: The Terms of Reference will be updated in line with the Council's preferred template for Terms of Reference for Section 355 Committees.

2. The recommendation is not adopted, and an alternative recommendation is provided.

Implications: The proposed Terms of Reference will not be updated, and the Homelessness Taskforce Shoalhaven will be required to provide an alternative proposal.

### Background

Shoalhaven City Council has a number of Section 355 Advisory Committees that have been established to offer advice and expertise on a number of subjects. The Homelessness Taskforce Shoalhaven (HTS) is one such committee.

Committees are overseen by various teams and directorates across Council. When reviewing the six advisory committees that are overseen by staff in the City Lifestyles directorate it was identified that there was an opportunity for greater consistency in the terms of reference documents for those committees.

In response, a new Terms of Reference (ToR) Template for advisory committees has been developed and endorsed. City Lifestyles directorate are implementing this template across its advisory committees, after which this will then be considered for roll out to other advisory committees across Council more broadly. The use of this template will ensure improved consistency across Council's advisory committees in how they undertake their functions.

The template provides a format to clarify and assist in managing expectations around advisory committees and their roles. This will assist the members in understanding and carrying out their roles and functioning of the advisory committee and any delegation therein.



Council staff have updated the HTS ToR to align with this new template, see attachment 1, for track changes included, and attachment 2, for the clean version, to review.

### Significant Changes to the TOR

The majority of information outlined in the new template for the ToR is written in the existing ToR for the HTS. However, in reviewing the ToR through this template an update of the following significant amendments have been made to ensure this aligns with the primary function of section 355 committees:

#### 1. Change of Name

Change the name of the committee from ‘Homelessness Taskforce Shoalhaven’ to ‘Homelessness Advisory Committee’.

This change will allow greater consistency with the Council’s preferred template of Section 355 Committees. It will also assist with managing expectations of the role of Section 355 Committees, which is to provide Council with advice, guided by lived experience and expertise on homelessness and related issues that can be dealt with at a Local Government level.

2. Changes to voting membership to ensure representation and balance across community membership, service providers and Councillors.

3. Change to the make-up of quorum to ensure that there is representation of community, experts, and Councillors.

- To meet quorum there must be a minimum of eight attendees consisting of the following:
  - Minimum of one Councillor with voting rights
  - Two community members
  - One crisis/homelessness support provider

4. Community representatives’ appointments: changes are to the term of membership and expression of interest process.

### **Community Engagement**

Members of the HTS will be consulted on the proposed change at the committee meeting held on the 8 June 2023. Governance have been consulted to ensure the edits sit within policy and guidelines for the Section 355 Committees.

### **Policy Implications**

The content of the existing ToR has been taken into consideration and relevant clauses transferred into the new template. The intent of the new ToR’s remains the same as that of the existing ToR’s. Should the HTS wish to make any future changes to the ToR’s, a recommendation to Council will be required.

## HT23.9 Action Table Report Update 8 June 2023

**HPERM Ref:** D23/214443

**Department:** Community Connections

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

**Attachments:** 1. Homelessness Taskforce Shoalhaven Action report for 8 June 2023 [↓](#)

### Reason for Report

The purpose of this report is to provide the Homelessness Taskforce Shoalhaven with a progress report on outstanding actions.

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

That the Homelessness Taskforce Shoalhaven receive this report for information.

### Options

1. Adopt the recommendation as written.

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

2. Request more information.

Implications: The HTS request further information

### Background

This report is to update the HTS on outstanding actions from previous meetings.

*CL23.146 Membership - Homelessness Taskforce Shoalhaven - Appointment - Thrive Together Fair 2023*

Part 1 and 2 are to be endorsed and closed. The expression of interest for six community representative membership positions was successful in gaining five community representatives. In accordance with the Terms of Reference, three representatives have an interest in homelessness, two representatives have lived experience of homelessness and one membership position remains vacant. Unsuccessful applicants were invited to participate as non-voting members.

Part 3 to remain open upon and is estimated to be complete by the next Homelessness Taskforce meeting. Upon completion of the expression of interest for six community representatives, one position for a community representative with lived experience of homelessness remains vacant. It is proposed that the most appropriate action is to advertise this position at the Thrive Together Fair as it is an opportunity to directly engage with community members experiencing homelessness. The Thrive Together Fair is to take place on 8 August 2023.

<b>Action Sheets Report</b>		
<b>Uncompleted as at 29 May 2023</b>		
<b>Completed: N/A</b>		
<b>Meeting Date:</b> 08/05/2023	<b>Item No:</b> CL23.146	<b>Officer:</b> Fischer, Ben & Makary, Marsha
<b>Completed:</b>		
<b>Title:</b> Membership - Homelessness Taskforce Shoalhaven - Appointment - Thrive Together Fair 2023		
<p><b>RESOLVED*</b> (Clr White / Clr Copley) <span style="float: right;">MIN23.239</span></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Acknowledge five (5) vacant positions and endorse the appointment of the following applicants to the Homelessness Taskforce Shoalhaven: <ul style="list-style-type: none"> <li>Jenifa Fowler</li> <li>Keith Davis</li> <li>Dan Harmelin</li> <li>Julieanne Hopkins</li> <li>Peter Brandis</li> </ul> </li> <li>Provide the unsuccessful applicants an outcome letter, thanking them for their application and inviting them to participate as non-voting members.</li> <li>Support extension of the membership EO to fill the remaining vacant position for 'community member with lived experience' to promote at the Thrive Together Fair 2023.</li> </ol> <p>FOR: Clr Kotlash, Clr Norris, Clr D'Ath, Clr Copley, Clr Eil, Clr Christen, Clr White, Clr Wells, Clr Watson, Clr Kitchener and Clr Gray</p> <p>AGAINST: Nil</p> <p>CARRIED</p>	<p><b>Notes:</b></p> <p><b>11 May 2023 10:40am Fischer, Ben</b> For action – Part 1 &amp; 2 of resolution Benjamin Fischer - Part 3 of resolution Marsha Makary &amp; Benjamin Fischer. Separate action sheets have been created for each officer.</p> <p><b>16 May 2023 12:12pm Fischer, Ben - Email</b> Successful and unsuccessful letters/emails have been sent to all applicants, along with Committee induction to Code of Conduct &amp; Code of meeting practice to successful applicants. The Successful applicants have been included in the Homelessness Taskforce mailing list and invited to the upcoming meeting. The unsuccessful applicants have been given the opportunity join as non-voting members, and will be included if they accept.</p> <p><b>30 May 2023 4:19pm Makary, Marsha</b> The expression of interest was successful in obtaining five new community representative members, two of which have lived experience of homelessness. It is proposed that the final position be advertised at the Thrive Together Fair, held on 8 August 2023, with the aim of filling the position with a community member with lived experience.</p>	