

## **1.0 PURPOSE AND MANDATE**

As a Subcommittee of the Community Leader's Council, Social Housing in Action, the purpose of the Housing Committee is to:

- 1.1 Explore, plan, design, support and encourage a variety of innovative, feasible and inclusive housing options to fulfill the "Bringing Lethbridge Home" 5 year plan to prevent and end homelessness. These housing options will adequately meet the housing needs of Housing First clients, people living with lower incomes and those at risk of becoming homeless. These options can include the following to meet the housing priorities that result in permanent tenancy:
  - Stabilization Units
  - Emergency Shelter
  - Permanent Supportive and Supported Housing
  - Boarding Houses
  - Hostels
  - Second Stage Housing
  - Single family dwellings
  - Multi-family dwellings
  - Townhouses
  - Condos
  - Co-op Housing and
  - Other innovative housing options
- 1.2 Facilitate the design, selection, and implementation of innovative affordable housing initiatives through education and awareness, demonstration projects and the support of funding processes in collaboration with various stakeholders at all levels of government, developers and planners;
- 1.3 Develop and implement a community-based system and Housing Strategy and Plan for the inclusive design and initiation of various affordable housing projects to meet the current and future housing and support needs within the community;
- 1.4 Provide recommendations to the SHIA Committee of Council through the Community Leader's Council regarding the housing needs and priorities, procurement and funding of housing initiatives

## **HOUSING COMMITTEE**

### **Terms of Reference**

### **Revised Sept. 8, 2015**

- 
- 1.5 Initiate and maintain a mutually a positive and beneficial working relationship with landlords to facilitate meeting needs of tenants and landlords
  - 1.6 Promote collaborative housing partnerships and initiatives, neighborhood development and inclusion;
  - 1.7 Monitor and report the housing needs and assets within Lethbridge.

## **2.0 MEMBERSHIP**

Representation from the following:

- Community at Large:
- Lethbridge Housing Authority
- Homebuilders Association
- Real Estate Board
- SHIA Committee of Council
- Heart of Our City
- City of Lethbridge Planning
- Aboriginal Housing Society
- Treaty 7 Housing
- Blackfoot Elder
- Developers and Architects
- Housing First Teams and Housing Providers and
- Representatives from other stakeholders/resources as may be required to fulfill the mandate of the Committee.

The Chair (or Co-Chairs) is selected by the Subcommittee at the beginning of each calendar year. The Chair is a member of the SHIA Committee of Council.

## **3.0 CONFIDENTIALITY**

Confidentiality of sensitive issues and funding information must be maintained. A breach of confidentiality shall be reviewed by the Executive Committee and recommendations forwarded to Leader's Council.

---

#### **4.0 RELATIONSHIPS AND ACCOUNTABILITY**

This subcommittee will provide regular reports of status and progress to the Social Housing in Action Community Leader's Council.

#### **5.0 COMMITTEE MANAGEMENT**

5.1 Administrative support, minutes, agendas, correspondence and other documentation and filing processes will be maintained by, Community Services, City of Lethbridge.

5.2 Notice of Meeting will be announced at least 2 weeks prior to the meeting with the Agenda and Meeting Packages to be circulated at least 2 business days prior to meeting. Minutes will be circulated within one week of the meeting.

5.3 A Notice of Motion will be circulated with the Notice of Meetings and Agenda as required and determined by the Committee Chair.

#### **6.0 MEETINGS**

6.1 This Committee will meet at least bi-monthly or as required to fulfil the mandate of the Committee, and at the call of the Chair.

6.2 Decisions shall be made through consensus. It shall be prerogative of the Chair to conduct a vote should consensus alone not be appropriate. Issues/items may be tabled to allow for appropriate Notice of Motion.

#### **7.0 CONFLICT OF INTEREST**

In the event that an organization seeks funding under these homelessness and housing funding initiatives, and has a representative on the Community Leader's Council or Subcommittees, that representative must declare the conflict then remove themselves from any of the meetings/discussions/votes where funding decisions are being made.

All members shall assume the responsibility to identify a fellow member/member's agency potential conflict of interest situations should they not recognize it themselves.

## **8.0 EVALUATION & REVIEW**

This Committee shall be responsible to evaluate the outcomes of their Purpose and activities and review of Terms of Reference by December 31 of each year. Recommendations for improvement will be forwarded to the Community Leader's Council.