

Terms of Reference

Housing Supply Strategy Governance Model

1. Background

On December 10, 2024 the City of Greater Sudbury adopted the Housing Supply Strategy which sets a path forward for achieving Greater Sudbury's housing targets for the next 10 years and establishes a strategy to fill key gaps in the housing supply.

The Housing Supply Strategy includes a series of 41 Action Items under 17 Focus Areas to realize the objectives and goals of Council with respect to increasing housing supply on Greater Sudbury. Some of the Action Items are anticipated to have an immediate impact on housing supply and the creation of new units, while other will result in more systemic long-term impact on housing supply (for example streamlining of the approvals process).

2. Purpose

To serve as a collaborative forum for sharing insights, experiences, and advice to City Council and staff on the implementation and progress of the City's Housing Supply Strategy, and to support the achievement of housing targets and policy goals.

3. Mandate

- Review annual progress reports on the Housing Supply Strategy
- Identify barriers and opportunities in housing development and supply
- Offer suggestions and insights on potential policy, regulatory, or program adjustments
- Promote collaboration among stakeholders (e.g., developers, non-profits, Indigenous communities)
- Ensure alignment with provincial and federal housing initiatives

4. Membership

Composition

- City staff
- A representative from the Housing First Steering Committee, representing social services
- A representative from the Community Safety and Well-being Advisory Panel housing sub-committee
- A representative from the Seniors Advisory Panel Age-Friendly Steering Committee
- A representative from the Sudbury Local Immigration Partnership Council (SLIP) Housing Working Group
- A representative from the Development Liaison Advisory Panel (DLAC) representing the private development sector
- Non-profit housing providers
- Indigenous service providers or housing organization

- Francophone community
- Post-secondary institutions
- Members of Council

5. Roles and Responsibilities

Duties of the City of Greater Sudbury staff will have the following responsibilities:

- Schedule meetings, develop meeting agendas
- Moderate meetings – guiding, supporting and advancing collaborative discussions
- Prepare and present progress reports
- Create and amend necessary governance documents, maintain depository of documents
- Monitor, facilitate and/or evaluate system performance and report progress

Duties of the Members:

- Attend meetings in person as available – send regret when unavailable
- Actively engage in discussions and provide respectful, informed input
- Review progress reports and support ongoing continuous improvement in advance of meetings
- Contribute ideas and perspectives to support the Housing Supply Strategy's implementation

6. Reporting

Staff will prepare an annual summary of discussions and insights for Council:

- Key findings
- Recommendations
- Identified challenges and opportunities
- Progress toward housing targets

7. Meeting Schedule

- Meetings will be held at least once annually (with optional interim meetings)
- Meetings will be scheduled for 1.5 hours