

Mission Australia exists to meet human need and to spread the knowledge of the love of God. In conducting its affairs and services to reduce homelessness and to strengthen communities across Australia it is guided by the values of Mission Australia: Compassion, Integrity, Respect, Perseverance and Celebration.

Mission Australia Housing and Mission Australia Housing (Victoria) (**Housing**) were founded by Mission Australia for the public charitable purposes of providing relief of poverty, destitution, helplessness and distress to people with low incomes by the provision of high quality housing solutions that enables Australians in need, to participate in their communities (**Corporate Objective**). Mission Australia is the sole member of Mission Australia Housing and Mission Australia Housing (Victoria), which when combined with other controlled entities is known as the Mission Australia Group.

The Mission Australia Board has overall responsibility for the financial performance of the Mission Australia Group and the achievement of the Corporate Objective.

Housing is responsible for the day to day operations and management of the Housing businesses in accordance with the strategy, business plans and budgets as approved by the Housing Boards, subject to the Mission Australia Housing Relationship Protocol and consistent with the approved Mission Australia housing strategy. Housing is responsible for ensuring compliance with regulatory requirements and its contractual commitments.

The Housing Committee (**Committee**) is a standing committee of, and appointed by, the Mission Australia Board and recognised by the Housing Boards as providing Mission Australia Board advice on Housing Policy, Housing Strategy and governance oversight of Housing.

MISSION AUSTRALIA HOUSING RELATIONSHIP PROTOCOL

Under the Mission Australia Housing Relationship Protocol, Mission Australia and Housing agree to work closely together to build and support the ongoing Housing businesses.

Housing agrees it will:

- Work with Mission Australia on housing and homelessness policy and to strategically develop housing in each State;
- Work with the Mission Australia to develop an integrated housing and community services business based around a sense of “place”;
- Facilitate ‘reverse leverage’ of outcomes to Mission Australia as a result of Housing’s base within a location, such as through the promotion of strong linkage of services and client outcomes, leading in some instances to joint tenders or focus on area based activity and impact;
- Work with Mission Australia to develop and maintain State level relationships with government, industry and other sectors with respect to housing and conduct all dealings

with government, industry and other sectors with integrity and probity consistent with the reputation and status of Mission Australia.

Mission Australia agrees it will:

- Work with Housing on housing policy at a national and State level, especially where it impacts or overlaps on homelessness policy;
- Develop State level relationships that will be beneficial to the development of a housing business that is integrated with other services provided by Mission Australia;
- Deliver contracted tenant support services as requested by the Housing Entities and at a cost agreed for that support service from time to time;
- Deliver contracted residential property acquisition and development services as requested by Housing and at a cost agreed from time to time; and
- Facilitate linkage between Housing, Mission Australia and each of the services delivered to create increased opportunities for housing tenants.

THE COMMITTEE

ROLE

The role of the Committee, in pursuit of reducing homelessness and strengthening communities, is to provide an appropriate level of Mission Australia Board oversight of Housing without hampering the day to day operations and management of Housing, and facilitating the Housing independence required from a Housing regulatory perspective.

The role and responsibilities of the Committee operates in addition to the role and responsibilities of the Board Audit and Risk Committee and the Investment and Finance Committee of Mission Australia.

RESPONSIBILITIES

The responsibilities of the Committee are to:

- provide advice on housing policy and housing strategy;
- oversee the implementation of the housing strategy of the Mission Australia Group and how Housing fit within the Mission Australia Strategy;
- oversee the implementation of the capital management policy of the Mission Australia Group and overall allocation of capital resources as it applies to Housing consistent with the direction of the Investment and Finance Committee;
- oversee the operation of the Mission Australia Housing Relationship Protocol between Mission Australia and Housing;
- oversee Housing and management of Housing on decision making consistent with the direction of the Investment and Finance Committee, on capital and financial matters including granting of security, activities which have a significant or material impact, significant capital expenditure and external financial support;
- oversee, provide guidance to and facilitate where necessary the resolution of inter-entity conflicts of interest recognising the principles, where applicable, in the Mission Australia Conflicts of Interest Policy; and
- any other activities that the Mission Australia or Housing Boards or the Committee may identify from time to time.

It is not intended the Committee assume any operational responsibilities in these areas, but to ensure that Housing and Management have appropriate systems and procedures in place.

REPORTING

All Directors of Mission Australia and Housing will receive a copy of the minutes of Committee meetings. A Director who is not a Committee Member may request a copy of Committee papers, including attachments provided by Management and external advisers. The Committee Chairman is responsible for reporting to the Mission Australia Board on Committee meetings as appropriate.

The Company Secretary shall be the Committee Secretary for the purposes of maintaining minutes and attending to necessary administrative matters, subject to exclusion at the discretion of the Committee Chairman as may be necessary from time to time.

MEMBERSHIP

The Committee will comprise three Mission Australia Non-Executive Directors,

- one member being the Chairman of Mission Australia; and
- one member being either an independent Committee Member or a Mission Australia Non-Executive Director, with industry property commercial experience in the housing sector.

The initial Chairman of the Committee will be the Chairman of the Mission Australia Board, subsequent Committee Chairman will be as Mission Australia determines.

All Mission Australia Directors have a standing invitation to attend each Committee meeting.

The Mission Australia Board will appoint (and may remove) the Committee Members and the Committee Chairman.

The Directors of Housing, including the CEO and CFO of Mission Australia, the Executive Housing, and Executive Operations & Fundraising (or similarly described Officers) will each have a standing invitation to attend each meeting, subject to exclusion at the discretion of the Committee Chairman as may be necessary from time to time.

Committee Members must disclose any material personal interest that they have in a matter that is to be considered by the Committee. Any person with a material personal interest in a matter being considered at a meeting must not be present for consideration of that matter.

The term of service of the members of the Committee will be reviewed by Mission Australia on a regular basis, with a view to rotating members periodically, without however, losing the continuity of experience and knowledge gained by the members of the Committee.

The Committee may seek independent professional advice with the prior approval of the Chairman of the Mission Australia Board.

MEETINGS

The Committee:

- will meet twice yearly. The Committee may have such additional meetings as the Committee Chairman may decide in order to fulfil its role;
- may meet without Management present;
- may require the attendance of Mission Australia Group officers at meetings as appropriate; and
- quorum for meetings will be two Committee Members.

REVIEW

The Committee will review its Charter on a regular basis to keep it up to date and consistent with the Committee's authority, objectives and responsibilities.

Amendments to the Charter are to be approved by the Mission Australia Board and noted by the Housing Boards.