

# MEETING AGENDA

## Meeting

**Team Name:** Homelessness Stakeholder Advocacy Group

**Date:** 20 November 2023

**Time:** 10:30am - 1:00pm

**Venue:** Port Stephens Council Admin Building

**Chairperson:** Councillor Anderson

**Minutes:** Rochelle Nixon/Laura Mulvihill

**Purpose of Meeting:** To support a coordinated approach to addressing the impacts of homelessness in Port Stephens.

**File:** PSC2023-00263

## Attendance

Councillor Anderson Port Stephens Council	Councillor Kafer Port Stephens Council	Andrew Smith Worimi Local Aboriginal Land Council	Tracy Iles Salvation Army
Rebecca Sturevski Senior Constable NSW Police	Jenna Nadiotis Housing Options Manager Hume Housing	Ann Fletcher Port Stephens Family and Neighbourhood Services	Louise Simpson Yacaaba Centre
Wendy Sharpe Hope Cottage	Di Ball Wahroonga Aboriginal Corporation	TBC Karuah Local Aboriginal Land Council	Katrina Bowen Community Representative

## The following guests are invited to attend:

Steven Peart Port Stephens Council	Mat Egan Port Stephens Council	Caitlin Macinante The Office of Kate Washington	Georgina Scott Tomaree Neighbourhood Centre
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Janelle Gardner Port Stephens Council	Doug Lucas Hume Housing	Mattea McIntosh Hume Housing	Shannon Ryan Unique Life Services
Tony Cosentino NSW Department of Communities and Justice	Kym Johnson Unique Life Services	Amber Herrmann Port Stephens Council Officer	

## Apologies

Kate Washington Member for Port Stephens	Meryl Swanson Member for Paterson	Nicole Grgas Hunter Tenants Advice and Advocacy Service	Sue Ware Community Representative
Jennifer Mackellin NSW Department of Communities and Justice			

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
<b>1.0</b>	<b>WELCOME AND APOLOGIES</b>				
1.1	Acknowledgement of country	2mins	Chairperson		
1.2	Chair Welcome	10mins	Chairperson		
1.3	Outstanding actions from previous minutes	10mins	Chairperson		
1.4	Code of Conduct	20mins	Tony Wickham		
<b>2.0</b>	<b>BUSINESS ITEMS</b>				
2.1	Housing Forum highlight overview	5mins	Chairperson		
2.2	Response to Urgency Motion	5mins	Chairperson		

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
2.3	Update from Minister for Families, Communities & Disability	10mins	Caitlin Macinante		
2.4	Short-Term Rental Accommodation Port Stephens Update Including Byron Shire STRA rule changes	10mins	Mat Egan		
2.5	Hume Feedback on Thou walla	5mins	Jenna Nadiotis		
2.6	Advance to Zero	10mins	Jenna Nadiotis		
2.7	OrangeSky Australia	5mins	Chairperson		
<b>3.0</b>	<b>DISCUSSION</b>				
3.1	Review HSAG Action Plan	30mins	Amber Herrmann / Janelle Gardner		
<b>4.0</b>	<b>OTHER MATTERS</b>				

### MEETING CLOSED AT:

### NEXT MEETINGS

Date: TBC

Time: TBC

Venue: TBC

### MEETING CODE OF COOPERATION

We start on time and finish on time.

Respect for diversity of group and views.

No inappropriate language.

Chair has to maintain control.

Decisions will be ratified at the next meeting.

We will not threaten or intimidate each other.

Agenda is put out before meeting and followed.

Everyone has a voice.

Agreement by majority consensus.	Lateral thinking is encouraged.
No hidden agendas.	Do not speak over others.
Minutes distributed in 7 days by email.	Secret ballots can be called.
Share knowledge.	Publicly support the decisions of the Panel.
Actions will be completed on time.	Maintain our focus on the agenda item.
We will leave our personal conflicts at the door.	Stay within the boundary of our Purpose Statement.
Commit to attendance as a delegate.	Deputies will be briefed.
Meetings will be scheduled.	Minutes will have an "Action" sheet.
Meeting will not proceed with less than 4 Worimi community representatives.	Respect the decision of the Chair.
Panel members will be trained in cultural awareness.	Practice good listening – PLUS we will have fun