

MEETING MINUTES



Meeting

Team Name:	Homelessness Stakeholder Advocacy Group		
Date:	20 November 2023	Time:	10:30am - 1:00pm
Chairperson:	Councillor Anderson	Venue:	Port Stephens Council Admin Building
Purpose of Meeting:	To support a coordinated approach to addressing the impacts of homelessness in Port Stephens.		
Minutes:	Rochelle Nixon		
File:	PSC2023-00263		

Attendance

Councillor Anderson Port Stephens Council	Di Ball Wahroonga Aboriginal Corporation	Mattea McIntosh Hume Housing	Georgina Scott Tomaree Neighbourhood Centre
Rebecca Sturevski Senior Constable NSW Police	Jenna Nadiotis Housing Options Manager Hume Housing	Ann Fletcher Port Stephens Family and Neighbourhood Services	Grace Port Stephens Family and Neighbourhood Services
Wendy Sharpe Hope Cottage	Mat Egan Port Stephens Council	Janelle Gardner Port Stephens Council	Katrina Ridley Community Representative
Doug Lucas Hume Housing	Kym Johnson Unique Life Services	Amber Herrmann Port Stephens Council Officer	Louise Simpson Yacaaba Centre
Shannon Ryan Unique Life Services			

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	Councillor Kafer Port Stephens Council	Andrew Smith Worimi Local Aboriginal Land Council	Tracy Iles Salvation Army
Representative TBC Karuah Local Aboriginal Land Council	Caitlin Macinante The Office of Kate Washington	Steven Peart Port Stephens Council	Tony Cosentino NSW Department of Communities and Justice

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
1.0	WELCOME AND APOLOGIES				
1.1	Acknowledgement of country	2mins	Chairperson		
1.2	Chair Welcome	10mins	Chairperson		
1.3	Outstanding actions from previous minutes	10mins	Chairperson	Councillor Anderson provided an update on the action items and current status	
1.4	Code of Conduct	20mins	Tony Wickham	Tony Wickham provided an overview of the Code of Conduct	
2.0	BUSINESS ITEMS				
2.1	Housing Forum highlight overview	5mins	Chairperson	Highlights were provided from attendees of the Housing Forum (Ann, Jenna, Di, Georgina, Mat and Janelle).	
2.2	Response to Urgency Motion	5mins	Chairperson	Councillor Anderson provided an update on the Urgency Motion.	

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				ACTION: Council to provide a copy of the Gyde Consulting Housing Forum presentation to HSAG members.	
2.3	Update from Minister for Families, Communities & Disability	10mins	Kate Washington / Caitlin Macinante	Councillor Anderson provided an update on behalf of the Minister.	
2.4	Short-Term Rental Accommodation Port Stephens Update Including Byron Shire STRA rule changes	10mins	Mat Egan	Mat presented on the Short-Term Rental Accommodation, Byron Shire STRA rule changes and the IPC recommendations. ACTION: Council to provide a copy of presentation to HSAG members	
2.5	Hume Feedback on Thou Walla	5mins	Jenna Nadiotis	Jenna provided update on Thou Walla. 3 cabins available for use, there is a wait list. Clients can stay 2 – 3 months. Jenna gave an example of how Thou Walla has helped a local family and how it bridged the gap between homelessness and securing a private rental. Jenna also provided an update on Short Term Transitional Housing – Wait time for social housing in Port Stephens is estimated at 15 years. A number of clients are sent to Motto Farm but it is not appropriate for everyone.	

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2.6	Advance to Zero	10mins	Jenna Nadiotis	<p>Jenna presented Advance to Zero to the group. It was discussed if Advance to Zero suitable for Port Stephens.</p> <p>ACTION: Reach out to End Street Sleeping and discuss phased implementation.</p> <p>ACTION: Hume Housing (Doug/Jenna) to look into training for Advance to Zero for HSAG.</p> <p>Jenna provided the links below for attendees to review.</p> <p>The Adelaide Zero Project – South Australian Alliance to End Homelessness (saaeh.org.au)</p> <p>Dashboard — End Street Sleeping Collaboration</p>	
2.7	OrangeSky Australia	5mins	Chairperson	<p>Cr Anderson introduced Orange sky - Street side medic.</p> <p>ACTION: Cr Anderson to link Wendy Sharpe (Hope Cottage) in with Orange Sky Representative.</p> <p>ACTION: Port Stephens Council to get in contact with Belgravia to discuss partnership.</p>	
3.0	DISCUSSION				

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
3.1	Review HSAG Action Plan	30mins	Amber Herrmann / Janelle Gardner	<p>Amber Herrmann provided an update on the Action Plan following on from our last meeting.</p> <p>Attendees listed the three HSAG Action Plan priorities that they believed to be most important.</p> <p>These priorities are:</p> <p>1.1 - Identify opportunities to support housing supply, affordability, and Diversity</p> <p>1.2 - Seek low cost immediate solutions to those in need across Port Stephens</p> <p>1.8 - Encourage a more integrated and collaborative approach to services across Port Stephens. (End Street sleeping Training)</p>	
4.0	OTHER MATTERS				

MEETING CLOSED AT: 1:00pm

NEXT MEETINGS

Date: 19 February 2024

Time: 10:30am – 1pm

Venue: Port Stephens Council Administration Building

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