

# MEETING AGENDA

## Meeting

**Team Name:** Homelessness Stakeholder Advocacy Group

**Date:** 3 July 2023

**Time:** 2:00pm – 4:00pm

**Venue:** Port Stephens Council Admin Building

**Chairperson:** Councillor Anderson

**Minutes:** 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	Amber Herrmann Port Stephens Council Officer	Tracy Iles Salvation Army
Senior Constable Krystle Wilcox NSW Police	Jenna Nadiotis Housing Options Manager Hume Housing	Andrew Smith Worimi Local Aboriginal Land Council	Louise Simpson Yacaaba Centre
Meryl Swanson Member for Paterson	Di Ball Wahroonga Aboriginal Corporation	Ann Fletcher Port Stephens Family and Neighbourhood Services	Nicole Grgas Hunter Tenants Advice and Advocacy Service
John Manton Karuah Local Aboriginal Land Council	Wendy Sharpe Hope Cottage	Katrina Bowen Community Representative	Sue Ware Community Representative

The following guests are invited to attend:

Steven Peart Port Stephens Council	Mat Egan Port Stephens Council	Jen Underwood Port Stephens Council	Georgina Scott Tomaree Neighbourhood Centre
Rhonda Kennedy Belgravia Leisure	Emily Livens Port Stephens Council	Caitlin Macinante The Office of Kate Washington	

Apologies

Kate Washington Member for Port Stephens			

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	2 mins	Chairperson		
1.2	Chair Welcome	10mins	Chairperson		
1.3	Outstanding actions from previous minutes	10mins	Chairperson		
<b>2.0</b>	<b>BUSINESS ITEMS</b>				
2.1	Street Count	5 mins	Chairperson		
2.2	Short Term Rental Accommodation Port Stephens Snapshot	10 mins	Mat Egan		
2.3	Update from Minister for Families, Communities & Disability	5mins	TBC		

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
2.4	Update from Federal member or representative	5mins	TBC		
2.5	Update from Belgravia Leisure	5mins	Rhonda Kennedy		
<b>3.0</b>	<b>WORKSHOP</b>				
3.1	HSAG Priorities workplan <ul style="list-style-type: none"> <li>• Confirmation of top priorities</li> <li>• Action Planning</li> </ul>	45mins	Amber Herrmann		
<b>4.0</b>	<b>OTHER MATTERS</b>				
4.1	Health on the Streets	5 mins	Chairperson		

### 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