

MEETING MINUTES



Meeting

Team Name:	Homelessness Stakeholder Advocacy Group		
Date:	19 February 2024	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:	Jessica McDonald		
File:	PSC2023-00263		

Attendance

Councillor Anderson Port Stephens Council	Nicole Grgas Hunter Tenants Advice and Advocacy Service	Andrew Smith Worimi Local Aboriginal Land Council	Tracy Iles Salvation Army
Rebecca Sturevski Senior Constable NSW Police	Mat Egan Port Stephens Council	Ann Fletcher Port Stephens Family and Neighbourhood Services	Louise Simpson Yacaaba Centre
The Hon. Kate Washington MP Minister for Families & Communities / Member for Port Stephens	Di Ball Wahroonga Aboriginal Corporation	Sue Ware Community Representative	Janelle Gardner Port Stephens Council
Doug Lucas Hume Housing	Caitlin Macinante The Office of Kate Washington	Kate Davies Policy and Research Manager Homelessness NSW	Jennifer Mackellin NSW Department of Communities and Justice
Karen Pride			

Hume Housing

Apologies

Amber Herrmann Port Stephens Council Officer	Jenna Nadiotis Housing Options Manager Hume Housing	Mattea McIntosh Hume Housing	Georgina Scott Tomaree Neighbourhood Centre
Jennifer Underwood Port Stephens Council Officer	Steven Peart Port Stephens Council	Kym Johnson Unique Life Services	Shannon Ryan Unique Life Services
Tony Cosentino NSW Department of Communities and Justice	Councillor Kafer Port Stephens Council	Katrina Ridley Community Representative	John Manton Karuah Local Aboriginal Land Council
Wendy Sharpe Hope Cottage	Meryl Swanson Member for Paterson		

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	
2.0	BUSINESS ITEMS				

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
2.1	Homelessness NSW	20mins	Kate Davies	<p>Kate Davies presented an overview of Homelessness NSW, their 2023-2028 Strategic Plan and a data update on Specialist Homelessness Services and Social Housing Wait times.</p> <p>ACTION: Presentation to be sent with the meeting minutes</p>	
2.2	Update from Minister for Families, Communities & Disability	10mins	Kate Washington	<p>Kate Washington provided an update and recap of current NSW Government actions including housing reforms, outreach services and long term accommodation.</p>	
2.3	<p>Strategic Planning Update</p> <ul style="list-style-type: none"> • Short Term Rental Accommodation • Raymond Terrace Masterplan (Hume/Housing NSW) • NSW Infill Affordable Housing update • Update Local Housing Strategy/Housing Supply Plan 	20mins	Mat Egan	<p>Mat Egan presented on STRA in Port Stephens, NSW Government Infill Affordable Housing, Raymond Terrace Sub-Precinct Masterplan and Port Stephens Local Housing Strategy.</p> <p>ACTION: Council to liaise with Andrew regarding a briefing for the WLALC Board.</p> <p>ACTION: Presentation to be sent with meeting minutes</p>	
2.4	HSAG Member Update Challenges, Opportunities and General Update	45mins	Janelle Gardner	<p>HSAG members provided an update where relevant</p>	
3.0	DISCUSSION				

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
3.1	Review HSAG Action Plan	30mins	Janelle Gardner	<p>ACTION: Updated Action Plan to be shared with the panel members</p> <p>ACTION: Kate Washington to invite Minister Jackson to attend the next HSAG meeting</p>	
4.0	OTHER MATTERS				

MEETING CLOSED AT: 1:00PM

NEXT MEETINGS

Date: Friday 31 May 2024

Time: 10am – 1pm

Venue: Port Stephens Council Admin 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