

MEETING AGENDA

Meeting

Team Name: Homelessness Stakeholder Advocacy Group

Date: 10 February 2025

Time: 12:30- 2:30pm

Venue: Port Stephens Council Admin Building

Chairperson: Councillor Anderson

Minutes: Jessica McDonald

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

File: PSC2023-00263

Attendance

Jenna Nadiotis Hume Housing	Nicole Grgas Hunter Tenants Advice and Advocacy Service	Ann Fletcher Port Stephens Family and Neighbourhood Services	Cherie Salerno NSW Department of Communities and Justice
Amber Herrmann Port Stephens Council Officer	Mayor Leah Anderson Port Stephens Council	Cr Errington Port Stephens Council	
Cr Le Mottee Port Stephens Council	Di Ball Wahroonga Aboriginal Corporation	Katrina Ridley Community Representative	Emma - Jane Scott The Office of Kate Washington
Rebecca Sturevski Senior Constable, NSW Police	Sue Ware Community Representative	Mattea McIntosh Hume Housing	Jenna Nadiotis Options Manager, Hume Housing
Dave Feeney Karuah Local Aboriginal Land Council	Andrew Smith Worimi Local Aboriginal Land Council	Wendy Sharpe Hope Cottage	Phillipa Lewis Salvation Army
Lee – Ann Gibson	Janelle Gardner	Jessica McDonald	Mel Burge

Yacaaba Centre	Port Stephens Council	Port Stephens Council	Salvation Army
Jennifer Underwood Port Stephens Council			

The following guests are invited to attend:

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Apologies

Meryl Swanson Member for Paterson	Kate Washington Member for Port Stephens	Steven Peart Port Stephens Council	Cr Armstrong Port Stephens Council
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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	ACTION 1: Investigate Northern Rivers model ACTION 2: Scope out the amount of funding required for a Port Stephens Zero project. ACTION 4: Send out Advance to Zero video to the group	
2.0	BUSINESS ITEMS				
2.1	Update from Minister for Families Communities and Disability	5mins	Emma – Jane Scott		

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
2.2	HSAG Members Update <i>2025 Challenges, Opportunities and General Update</i>	30mins			
2.3	Council Update	10mins			
3.0	DISCUSSION				
3.1	Workshop – Review of Action Plan and discuss priorities for the year.	40mins	Amber Herrmann		
4.0	OTHER MATTERS				
	Letter of support Request - Hunter Domestic Family Violence Consortium (DFVC)	5mins	Amber Herrmann		

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