

MEETING AGENDA

Meeting	Port Stephens Disability Inclusion and Access Advisory Group (DIAAG)			
Team Name:	Vibrant Places		Theme:	Skill development & first projects
Date:	Thursday 4 September 2025	Time:	4pm – 6pm	Venue: Committee Room, Council Admin Building
Chairperson:	Cr Jason Wells		Minutes:	Jessica McDonald
Purpose of Meeting:	To provide expert advice and community perspectives to identify and address barriers to access and participation, ensuring that Council policies, programs, and infrastructure align with the principles of inclusion and universal design.			

Invitees			
Cr Jason Wells Port Stephens Council	Cr Ros Armstrong Port Stephens Council	Kate Connor Port Stephens Council	Steve McAlister Port Stephens Council
Alex Goodwin Committee Member	Kayla Sharp Committee Member	Juanita Vernon Committee Member	Henry Flegg Committee Member
Olivia Hamilton Committee Member	Susan Hopkins Committee Member	David Sams Committee Member	Rosaria Strazzeri Committee Member
Andrew Vodic Community Disability Alliance Hunter (CDAH)	Michelle Teear Community Disability Alliance Hunter (CDAH)	Lillian Shaddock Port Stephens Council	

Item	Topic	Time Required	Responsible officer	Action	Status / Date to be completed
1.0	Welcome				

1.1	Introduction and Acknowledgement of country	2 mins	Cr Wells		
2.0	The DIAAG and Skill Development				
2.1	The Terms of Reference	5 mins	Steve McAlister		
2.2	Election of Co Chair	5 mins	Cr Wells		
2.3	Working effectively as a group to meet our goals	10 mins	CDAH		
2.4	Setting aspirations	25 mins	CDAH		
2.5	Advocacy and building connections	25 mins	CDAH		
	BREAK	5 mins	All		
3.0	Projects for Discussion				
3.1	Introduction to the DIAP	10 mins	Steve McAlister		
3.2	Business Toolkit	10 mins	Steve McAlister		
3.3	Medowie Masterplan	15 mins	Lillian Shaddock		
3.4	Placemaking Guidelines	5 mins	Steve McAlister		
4.0	General Business				
4.1					

MEETING CLOSED AT:

NEXT MEETINGS

Date: 27 November 2025

Time: 4-6pm

Venue: PSC Administration Building, Raymond Terrace