



PORT STEPHENS
C O U N C I L

MAYORAL MINUTE

INDEX

SUBJECT

PAGE NO

MAYORAL MINUTES 3

1. MAYOR'S DIARY 4

MAYORAL MINUTES

MAYORAL MINUTE

ITEM NO. 1

**FILE NO: 25/316082
EDRMS NO: PSC2024-03152**

MAYOR'S DIARY

THAT COUNCIL:

- 1) Note the Mayoral appointments for the period from 29 October to 25 November 2025.

BACKGROUND

The purpose of this report is to advise Council of the Mayoral appointments for the period 29 October 2025 to 25 November 2025.

This Mayoral Minute aims to inform the Council and community of the key engagements of the Mayor for the preceding period. This is an initiative I wanted to introduce this term to provide a clear record of the engagements undertaken through the Mayoral office.

Wednesday 29 October 2025

- Examiner interview on being awarded NSW Regional and Rural Local Government Representative of the Year.

Thursday 30 October 2025

- Monthly Mayor Meet Up – Medowie.
- Tomaree Lodge Community Engagement Committee meeting.
- Phone interview on e-bikes and e-scooters.

Friday 31 October 2025

- Newcastle Airport Pty Ltd and Greater Newcastle Aerotropolis Pty Ltd AGM's.
- Newcastle Airport Pty Ltd and Greater Newcastle Aerotropolis Pty Ltd Board meetings.
- Professional development coaching session with Bulletproof Performance.
- Meeting with Minister Yasmin Catley and the Executive Team.

Monday 3 November 2025

- Communications staff catchup.
- Catchup with the General Manager.
- Self-Assessment Pre-Panel meeting re Mayor performance appraisal.
- Council Priorities Workshop.

Tuesday 4 November 2025

- Executive Team catchup.
- Self-Assessment and feedback process results re Mayor performance appraisal.

Thursday 6 November 2025

- Completed Annual Awards assessments.
- Horizons Community Association.

Friday 7 November 2025

- Roads Acceleration Program filming – Clarence Town Road.
- Medowie RSL Sub Branch Poppy Dinner.

Saturday 8 November 2025

- Freemasons - Charity luncheon for Diffuse Intrinsic Pontine Glioma.

Sunday 9 November 2025

- South Tomaree Community Association Spring into Summer Community Picnic, Anna Bay.

Monday 10 November 2025

- St Philip's Christian School visit with Cr Mark Watson.
- Monthly Mayor Meet Up – Fern Bay.

Tuesday 11 November 2025

- Attended Raymond Terrace Remembrance Day Service and War Memorial Centenary.
- Catchup with Facilities & Infrastructure staff.
- Executive Team catchup.
- Catchup with the General Manager.
- Business Paper review.

Wednesday 12 November 2025

- Newcastle Airport interview with NBN News.
- Fighter World precinct visit.
- Site inspections at Salamander Way, Salamander Bay.
- Monthly Mayor Meet Up – Lemon Tree Passage.
- Jupiter 'Mask Up for Mental Health' Masquerade Gala Dinner.

Thursday 13 November 2025

- Raymond Terrace Strategy briefing.
- Country Mayors' Association dinner with NSW Governor, the Hon. Margaret Beazley, Government House Sydney.

ORDINARY COUNCIL - 25 NOVEMBER 2025

Friday 14 November 2025

- Country Mayors' Association AGM and Housing, Skills and Education meeting, Sydney.

Monday 17 November 2025

- Media event with Meryl Swanson MP, Member for Paterson on PFAS Williamtown Working Group.
- Meeting with Airbnb representative.
- Catchup with the General Manager.
- Radio Interview with Port Stephens FM.
- Professional development coaching session with Bulletproof Performance.
- Communications staff catchup.
- Annual Awards judging panel.
- Tomaree Residents and Ratepayers Association and South Tomaree Community Association meeting re marina development.

Tuesday 18 November 2025

- Hunter Region Botanic Gardens AGM and award presentation.
- Newcastle Business Club event with Newcastle Airport colleagues – Keynote speaker – Chair of Qantas, John Mullen.
- Two Way Conversations:
 - Finance Update
 - Roads Acceleration Program – Public Exhibition Submissions
 - Strategic Planning Update
 - Open Drains Maintenance and Environmental Assessments
 - Tomaree Sports Complex Masterplan

Wednesday 19 November 2025

- Australian Institute of Company Directors event, Sydney – Keynote speaker – CEO of Qantas, Vanessa Hudson.

Thursday 20 November 2025

- PFAS Williamtown Working Group meeting.
- The Home Interior – Annual Christmas Charity event.

Friday 21 November 2025

- Newcastle Airport Partnership Company 3 Pty Ltd and Newcastle Airport Partnership Company 4 Pty Ltd Board meetings.
- Bullarama, Hinton.

Saturday 22 November 2025

- Local Government NSW Annual Conference, Penrith.

Sunday 23 November 2025

- Local Government NSW Annual Conference, Penrith.

ORDINARY COUNCIL - 25 NOVEMBER 2025

Monday 24 November 2025

- Local Government NSW Annual Conference, Penrith.

Tuesday 25 November 2025

- Local Government NSW Annual Conference, Penrith.
- Councillor Pre-Council meeting.
- Ordinary Council meeting.

ATTACHMENTS

Nil.