



# **MINUTES**

**Access and Inclusion Advisory  
Committee Meeting  
Thursday, 2 February 2023**

**MINUTES OF CITY OF DARWIN  
ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING  
HELD AT THE MEETING ROOM GUYUGWA (CASUARINA LIBRARY MEETING ROOM), 17  
BRADSHAW TERRACE, CASUARINA  
ON THURSDAY, 2 FEBRUARY 2023 AT 1.30PM**

**PRESENT:** Councillor Amye Un,  
Councillor (Alternate) Sylvia Klonaris,  
Community Member (Chair) Stephanie Ransome,  
Community Member Martin Blakemore,  
Community Member Lynne Strathie,  
Community Member Kim Caudwell,  
Community Member Debbie Reeves,  
National Disability Services NT Mick Fallon,  
Building Advisory Services Alison Warwick,  
Council on the Ageing NT Cecilia Chiolero

**OFFICERS:** Lee Turner (Reconciliation Action Lead),  
Heather Docker (Community Development Officer (Secretariat))

**APOLOGY:** Department of Infrastructure, Planning and Logistics Bernie Ingram,  
Community Member Sarah Skopellos  
Community Member Lachlan Rowe,

**GUESTS:** Angela O'Donnell, Executive Manager Community and Cultural Services

**Order Of Business**

<b>1</b>	<b>Meeting Declared Open .....</b>	<b>4</b>
<b>2</b>	<b>WELCOME TO Country – IEE TURNER .....</b>	<b>4</b>
<b>3</b>	<b>Apologies &amp; Leave Of Absence .....</b>	<b>4</b>
<b>4</b>	<b>Electronic Attendance .....</b>	<b>4</b>
<b>5</b>	<b>Declaration of Interest of Members and Staff .....</b>	<b>4</b>
<b>6</b>	<b>Confirmation of Previous Minutes .....</b>	<b>4</b>
<b>7</b>	<b>Actions Arising from Previous Minutes .....</b>	<b>5</b>
<b>8</b>	<b>Presentations .....</b>	<b>5</b>
<b>9</b>	<b>Officer Reports.....</b>	<b>5</b>
9.1	Community Development Officer Update .....	5
9.2	2023 Forecasting & Member Discussion .....	7
<b>10</b>	<b>Member Reports .....</b>	<b>7</b>
	Nil	
<b>11</b>	<b>General Business.....</b>	<b>8</b>
	Nil	
<b>12</b>	<b>Next Meeting .....</b>	<b>8</b>

**1 MEETING DECLARED OPEN**

The Chair declared the meeting open at 1.30pm.

**2 WELCOME TO COUNTRY – LEE TURNER****3 APOLOGIES & LEAVE OF ABSENCE****3.1 Apologies**

Department of Infrastructure, Planning and Logistics Bernie Ingram,

Community Member Sarah Skopellos

Community Member Lachlan Rowe

**3.2 Leave of Absence**

Nil

**3.3 Leave of Absence Notified**

Nil

**4 ELECTRONIC ATTENDANCE**

Nil

**5 DECLARATION OF INTEREST OF MEMBERS AND STAFF****5.1 Declaration of Interest by Members**

Nil

**5.2 Declaration of Interest by Staff**

Nil

**6 CONFIRMATION OF PREVIOUS MINUTES****COMMITTEE RESOLUTION AAIAC001/23**

Moved: Community Member Debbie Reeves

Seconded: Councillor Amye Un

That the minutes of the Access and Inclusion Advisory Committee Meeting held on 3 November 2022 be confirmed.

**CARRIED 9/0**

## 7 ACTIONS ARISING FROM PREVIOUS MINUTES

1. Member Lynne Strathie queried the footpath in Killian Crescent Jingili. Details to be forwarded to Community Development Officer who will follow up.
2. Member Debbie Reeves queried how much footpath has been removed. Community Development Officer will follow this up. **50% of program**
3. Community Development Officer to circulate the Terms of Reference. **Completed**
4. Community Development Officer to raise insufficient disabled parking at the Waterfront with the Darwin Waterfront. **Currnet parking presented to the committee. It was observed there is limited accessible parking to give access to wharf 1.**
5. Community Development Officer to circulate details on how members can provide feedback on the CPV reform **Completed**
6. Member Stephanie Ransome to forward information to Community Development Officer to forward on to the Committee regarding 'Care Finders'. **Completed**
7. Community Development Officer to provide service provider contact details to Councillor Un. **Completed**

## 8 PRESENTATIONS

Nil

## 9 OFFICER REPORTS

### 9.1 COMMUNITY DEVELOPMENT OFFICER UPDATE

#### COMMITTEE RESOLUTION AAIAC002/23

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Martin Blakemore

That the report be received and noted.

**CARRIED 9/0**

### TERMS OF REFERENCE

As discussed in meeting on 3 November the Terms or Reference are being reviewed by the governance team currently before coming back to the committee.

**Note:** Community Member Stephanie Ransome mentioned the membership organisation provision listed in the Terms of Reference. It was suggested to include an organisation who advocates for people with disability and an identified organisation representing vulnerable people. Groups can be invited to present at the panel ie. Integrated disAbility Action and Melaleuca Australia.

### COMMUNICATION OUT OF SESSION

Community Development Officer is to forward information as received or information required. Headings of emails to include any action and due date.

### DATES OF SIGNIFICANCE

These are dates City of Darwin and the Access and Inclusion Advisory Committee will advocate.

**Action:** Members to email dates to Community Development Officer **by Monday 13 February**

**CITY OF DARWIN PROJECTS**

At the meeting held on 7 April 2022 the committee supported the allocation of the Disability Access Capital Projects budget be allocated to the projects scoped on behalf of the committee in the following priority:

<b>Ranking</b>	<b>Project Name</b>	<b>Cost Estimate</b>
1	Jingili Water Gardens - Line marking and signage amendments to the existing accessible space at the South East car park (attachment 2)	\$21,500
2	Fannie Bay Shopping Centre - Provision of footpath and kerb ramp connection Aviators Park & Fannie Bay Place (Site 2 on attachment 1)	\$21,800
3	Fannie Bay Shopping Centre - Upgrade of one existing accessible parking bay Aviators Park to Australian Standard compliance (Site 1 on attachment 1)	\$12,200
4	Fannie Bay Shopping Centre - four kerb ramps and landings adjacent Ross Smith Avenue from Ken Waters Memorial Park, crossing Keith Lane and Fannie Bay Place into Aviators Park (Site 3 on attachment 1)	\$71,000
5	Fannie Bay Shopping Centre - A crossing point will be provided across Hinkler Crescent and realignment of the existing kerb line from Hinkler into Keith Lane to provide a compliant graded footpath (Site 5 on attachment 1)	\$95,000

## 9.2 2023 FORECASTING & MEMBER DISCUSSION

### COMMITTEE RESOLUTION AAIAC003/23

Moved: National Disability Services NT Mick Fallon

Seconded: Community Member Debbie Reeves

That the report be received and noted.

**CARRIED 9/0**

### 2023 Forecasting

The committee agreed to receive information/presentations on the following topics in coming committee meetings

What	Who
Psychological Accessibility presentation accompanied by presentation on safe environments for neurodiverse people.	Lachlan Rowe & presenter
Presentation and update on City of Darwin strategies	Appropriate Council Officer
Capital Works Project Update (alternately can be written report)	Project Delivery
Review of City of Darwin Staff Orientation Diversity and Inclusion presentation	Community Development Officer

### Member Discussion

**International Women's Day Walk** – the committee supported promotion of a short walk for participants with limited mobility.

**Tactile Indicators** – feedback was sought from Executive Manager Technical Services the committee provided:

- can be a trip hazard – yellow stick on indicators cause a lip as well as the indicators making the surface uneven
- important they are put on flat surfaces not on pram ramps or approaches with a decline
- they can cause issues for people using mobility devices (an electric scooter user has been caught in these before)
- do they have to be so wide?
- can get slippery in the wet – are these suitable for our climate
- a definite colour distinction between the surface and the indicator is suggested so they stand out. A good example of colour used for spacing are the steps coming up from the waterfront to Harry Chan Avenue

Advice to be obtained from a Vision industry peak body.

**Action:** Community Development Officer provide feedback to Executive Manager Technical Services

**Tourism Grant and Working Group** – the committee were advised of the Tourism Town Asset Program Grant that City of Darwin have received to facilitate access on the current facilities search tool of the website and addition of a page to include tourism search tools. The committee were invited to sit on a working group for this project. One member, Lachlan Rowe accepted.

## 10 MEMBER REPORTS

Nil

**11 GENERAL BUSINESS**

Nil

**12 NEXT MEETING**

The Chair declared the meeting closed at 2.47pm.