



MINUTES

**Access and Inclusion Advisory
Committee Meeting
Thursday, 1 June 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, 1 JUNE 2023 AT 1:30 PM**

- PRESENT:** Chairperson Stephanie Ransome,
Councillor Amye Un,
Building Advisory Services Alison Warwick,
Council on the Ageing NT Cecilia Chiolero,
Department of Infrastructure, Planning and Logistic Jenny Ferguson,
National Disability Services NT Mick Fallon,
Community Member Martin Blakemore,
Community Member Debbie Reeves,
Community Member Sarah Skopellos,
Community Member Lynne Strathie,
Community Member Rajeev Thayil,
- OFFICERS:** Tony Yiannakos (Senior Coordinator Infrastructure (Project Delivery)),
Shelley Cook (Events Coordinator),
Jenelle Saunders (Arts and Cultural Development Officer),
Heather Docker (Community Development Officer)
- APOLOGY:** Community Member Kim Caudwell
- GUESTS:** Alternate Councillor Sylvia Klonaris
Tim O'Neill (Acting Project Director Design, Department of Infrastructure
Planning and Logistics NTG)

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	Department of Infrastructure, Planning and Logistic Jenny Ferguson	
	<ul style="list-style-type: none"> • Passenger transport will conduct an access audit of bus stops across Darwin in order to bring them to standard. • Taxi ballot is next week providing 10 licenses for wheelchair taxis. 	
	Council on the Ageing NT Cecilia Chiolero	
	<ul style="list-style-type: none"> • Letters advising of Seniors Month grants will be sent the week beginning 5 June. Seniors Month in the NT is every August. • Seniors expo on 27 May had great numbers, COTA NT are now reviewing the event for planning next year's. Will include more parking options in the future. 	
	National Disability Services NT Mick Fallon	
	National Disability Services are launching national awards. Nominations will open soon. Committee members are encouraged to all nominate someone for an award.	
	Community Member Sarah Skopellos	
	<ul style="list-style-type: none"> • Integrated disability action are holding two inclusive workshops for people of all abilities <ul style="list-style-type: none"> ○ Grant Application Writing Flyer ○ NDIS Information Training 	
	City of Darwin Heather Docker (Community Development Officer)	
	<ul style="list-style-type: none"> • Thanked the Committee for the feedback on the parklet design. The comments forwarded to Senior Coordinator Design resulted in an access consultant being engaged to make the parklet accessible. 	
11	General Business.....	7
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1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1:31pm.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES & LEAVE OF ABSENCE

3.1 Apologies

Community Member Kim Caudwell

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 AAIAC007/23

Moved: Community Member Debbie Reeves
Seconded: National Disability Services NT Mick Fallon

That the minutes of the Access and Inclusion Advisory Committee Meeting held on 6 April 2023 be confirmed.

CARRIED 10/0

Council on the Ageing NT Cecilia Chiolero arrived at the meeting at 1:35 pm.

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Action: Community Development Officer to meet with Marketing and Communications to confirm accessibility details are included in promotion of events to inform community of accessibility in preparation for attending. Maps are recommended as an access tool.

Completed: Community Development Officer met with Marketing and Communications who advised following recent training they are taking an image lead approach with City of Darwin promotional items.

Action: Community Development Officer to meet with Event Coordinator, Senior Design Officer and Traffic Management Officer regarding accessible parking at events on City of Darwin land. Focusing on if/when accessible parks are removed for an event that these are provided in a nearby location.

Completed: Community Development Officer met with Event Coordinator and Traffic Management Officer to discuss accessible parking at events on City of Darwin land. Event Coordinator is at this meeting today to discuss further.

8 PRESENTATIONS

9 OFFICER REPORTS

9.1 DISABILITY ACCESS CAPITAL PROJECTS

COMMITTEE RESOLUTION AAIAC008/23

Moved: Councillor Amye Un

Seconded: Community Member Debbie Reeves

That the report be received and noted.

CARRIED 11/0

Notes:

- Projects carried forward from 2021/2022 and those ranked 1 to 3 in 2022/2023 fully expend the Disability Access Capital Projects budget for those years and will be delivered in the next six weeks.

9.2 ACCESSIBILITY AND EVENTS ON CITY OF DARWIN LAND

COMMITTEE RESOLUTION AAIAC009/23

Moved: Community Member Sarah Skopellos

Seconded: Council on the Ageing NT Cecilia Chiolero

That the report be received and noted.

CARRIED 10/0

Notes:

City of Darwin Event Coordinator discussed review of the event access guide with the committee. The following considerations were brought forward:

- Events to include safe drop off and pick up areas for vehicles,
- Publicity of event should provide information on accessibility and this information should go out early, people with disability will seek information on how they can access an event when they are deciding if they will go,
- Traffic Guidance Scheme/Plan should include additional accessible parking options for an increase in population at events. Applications could advise how people get to the event from the accessible parking and provide maps (i.e. Park and ride),
- Event staff to be familiar with event plans and have maps to assist attendees with access needs such as seating, toilets and parking,
- Community events that do not include accessibility planning make people with disability feel excluded,
- Expert advice from an access consultants should be used for events and guides by City of Darwin,
- A directory is needed to assist event organisers to find companies/ services/ access support,
- Encourage others to promote their event in an inclusive way and include clear directional signage at events,
- Support the inclusion of people with disability on event committees and employment in event roles to give the perspective from lived experience,
- Direction for car park requirements needs to be prescriptive (i.e number of access parks per head at events etc),
- Consider a registration process at purchase point (i.e when booking tickets ask if the individual has accessibility needs and provided the relevant information for that person to access the event) ,
- If accessible parking is to be removed for an extended period for a public event, allocate accessible parking elsewhere and advertise this, and
- Targeted employment of a person with disability to the events department at City of Darwin to provide a lived experience perspective,

Action: Committee members to send comment on current event access guide to Community Development Officer by Monday 19 June

Action: Event Coordinator to bring the draft of the updated Accessible Event Guide to the committee for comment.

Community Member Rajeev Thayil departed the meeting at 2:25 pm.

10 MEMBER REPORTS

Department of Infrastructure, Planning and Logistic Jenny Ferguson

- Passenger transport will conduct an access audit of bus stops across Darwin in order to bring them to standard.
- Working on reforms to disability standards for accessible, public transport
- Taxi ballot is next week providing 10 licenses for wheelchair taxis.

Council on the Ageing NT Cecilia Chiolero

- Letters advising of Seniors Month grants will be sent the week beginning 5 June. Seniors Month in the NT is every August.
- Seniors expo on 27 May had great numbers, COTA NT are now reviewing the event for planning next year's. Will include more parking options in the future.

National Disability Services NT Mick Fallon

National Disability Services are launching national awards. Nominations will open soon. Committee members are encouraged to all nominate someone for an award.

Community Member Sarah Skopellos

- Integrated disability action are holding two inclusive workshops for people of all abilities
 - Grant Application Writing Flyer
 - NDIS Information Training

City of Darwin Heather Docker (Community Development Officer)

- Thanked the Committee for the feedback on the parklet design. The comments forwarded to Senior Coordinator Design resulted in an access consultant being engaged to make the parklet accessible.

11 GENERAL BUSINESS

Community Member Sarah Skopellos was awarded an Australian Institute of Company Directors Disability Leadership Scholarship.

12 NEXT MEETING

3 August 2023

13 MEETING CLOSED

The Chair declared the meeting closed at 2:55 pm