



AGENDA

Access and Inclusion Advisory Committee Meeting Thursday, 3 October 2024

**I hereby give notice that a Access and Inclusion Advisory Committee
Meeting will be held on:**

Date: Thursday, 3 October 2024

Time: 1:30 PM

**Location: Meeting Room Guyugwa (Casuarina Library
Meeting Room)
17 Bradshaw Terrace, Casuarina**

**Simone Saunders
Chief Executive Officer**

ACCESS AND INCLUSION ADVISORY COMMITTEE MEMBERS

Community Member - Chairperson Debbie Reeves
Councillor Sylvia Klonaris
Community Member Tiffany Brown
Community Member Kim Caudwell
Community Member Stephanie Ransome
Community Member Lynne Strathie
Community Member Florence Henaway
Community Member Rajeev Thayil
Council on the Ageing NT Cecilia Chiolero
National Disability Services NT Mick Fallon
Department of Infrastructure, Planning and Logistic Bernie Ingram
Building Advisory Services Alison Warwick
Alternate Councillor Kim Farrar

OFFICERS

Community Development Officer, Ciella Williams
Senior Coordinator Community Inclusion, Andrew Aragala
Senior Coordinator Infrastructure, Tony Yiannakos
Acting Executive Manager Community and Cultural Services, Clare Black

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1 MEETING DECLARED OPEN

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence

3.3 Leave of Absence Notified

4 ELECTRONIC ATTENDANCE

4.1 Electronic Attendance

4.2 Electronic Attendance Notified

5 DECLARATION OF INTEREST

6 CONFIRMATION OF PREVIOUS MINUTES

Access and Inclusion Advisory Committee Meeting - 1 August 2024

7 ACTIONS ARISING FROM Previous Minutes

8 PRESENTATIONS

9 OFFICER REPORTS

9.1 WATERS WARD MULTIGENERATIONAL RECREATION SPACE ENGAGEMENT

Author: Executive Manager Marketing, Communications and Engagement

Authoriser: General Manager Community

Attachments: 1. Attachment A - Access and Inclusion Committee WWMRS consultation presentation [↓](#)

RECOMMENDATIONS

THAT the report entitled Waters Ward Multigenerational Recreation Space engagement be received and noted.

PURPOSE

The purpose of this report is to inform the Access and Inclusion Advisory Committee on key elements of the Engagement and Communication Plan for the Waters Ward Multigenerational Recreation Space engagement process and seek the committee's expert input as key stakeholders as part of the engagement process.

KEY ISSUES

Consultants appointed for the Waters Ward Multigenerational Recreation Space engagement process

True North have been appointed as the consultants that will undertake the engagement process for the Waters Ward Multigenerational Recreation Space project.

Presentation and feedback forum

True North will conduct a 15-minute presentation and feedback forum session in the meeting. Please see presentation, including feedback forum session questions, at **Attachment A**.

DISCUSSION**Consultants appointed for the Waters Ward Multigenerational Recreation Space engagement process**

True North have been appointed as the consultants that will undertake the engagement process for the Waters Ward Multigenerational Recreation Space project.

Presentation and feedback forum

True North will conduct a 15-minute presentation and feedback forum session in the meeting. Please see presentation, including feedback forum session questions, at **Attachment A**.

- **Part 1:** presentation on key elements of the project and Communications and Engagement Plan.
- **Part 2:** consultation with the Access and Inclusion Committee via feedback forum session questions comprising the below questions:
 - What are the three highest priorities for the design of the Malak Multigenerational Recreation Space?
 - What are the three most common mistakes made within the design of similar spaces?

PREVIOUS COUNCIL RESOLUTION

At the 28 November 2023 meeting Council resolved:

RESOLUTION ORD733/23

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Sylvia Klonaris

1. THAT the report entitled Regional Playground for Waters Ward be received and noted.
2. THAT Council refer an amount of \$3M to the 2024/25 budget process for a new initiative to construct a Regional playground, incorporating multi-generational play at Malak Oval.

CARRIED 13/0

STRATEGIC PLAN ALIGNMENT	2 A Safe, Liveable and Healthy City 2.3 By 2030, Darwin residents will be more active and healthy
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: \$39,802.95 Is Funding identified: Yes Existing Position No: NA Contractor: NA
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> Policy: 1310.100. E.R. – Community Engagement Policy

CONSULTATION, ENGAGEMENT & COMMUNICATION	<p>Engagement Level: Consult</p> <p>Tactics:</p> <ul style="list-style-type: none"> Stakeholder letters and briefings Letterbox drop Online and printed surveys Drawing competition Community pop ups Website content Advertising and promotional material Stakeholder workshops <p>Internal:</p> <ul style="list-style-type: none"> Chief Executive Officer General Manager Community Hub Executive Manager Community and Cultural Services Coordinator Recreation and Leisure General Manager Corporate Hub Executive Manager Infrastructure Infrastructure Project Officer Youth Advisory Committee Arts and Cultural Development Committee <p>External:</p> <ul style="list-style-type: none"> Darwin community, including neighbouring residents/organisations Peak sporting bodies and sports clubs Peak multicultural groups First Nations organisations Schools in Waters Ward Northern Territory Government departments
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

Presenters:

Sevasti Makrylos, True North Strategic Communication

Sarah Coburn, True North Strategic Communication



Waters Ward Multigenerational Recreation Space

Access and Inclusion Committee Presentation



Project overview and goals

- Develop a new Multigenerational Regional Recreation Space in Waters Ward as part of City of Darwin's broader Play Space Strategy 2023-2020.
- Enhance recreational amenities in the northern suburbs, benefiting all residents, including young families, seniors and people who are new to the area.
- Create a more liveable, healthy and engaged community by ensuring that the recreation space is multigenerational, diverse play equipment and accessible infrastructure.
- Deliver the project in stages, with the engagement process seeking input into the early stage works and long-term community vision.



Consultation approach



- 6-week consultation period from 2 September – 11 October 2024
- Methods include:
 - stakeholder briefings
 - letterbox drop
 - online and printed surveys
 - drawing competition
 - community displays including 2 school lunchtime displays
 - webpage, email and phone
 - promotional material at Malak Oval
 - stakeholder workshop

Proposed location

- The area surrounding Malak Oval has been proposed as the preferred location for this recreation space due to its:
 - central and accessible location within Waters Ward
 - proximity to other recreational and community facilities
 - higher population of diverse age groups
 - proximity to public transport.



Questions

- What are the three highest priorities for the design of the Malak Multigenerational Recreation Space?
- What are the three most common mistakes made within the design of similar spaces?



9.2 REQUEST FOR INSTALLATION OF TACTILE GROUND SURFACE INDICATORS AT CHILDREN CROSSING, MANUNDA TERRACE PRIMARY SCHOOL, KARAMA

Author: Senior Coordinator Community Inclusion

Authoriser: General Manager Community

Attachments: 1. Support Letter - Top End Vision and Mobility [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Request for Installation of Tactile Ground Surface Indicators at children crossing, Manunda Terrace Primary School, Karama be received and noted.
2. THAT the Access and Inclusion Advisory Committee endorse the Installation of Tactile Ground Surface Indicators at the children crossing at the front of Manunda Terrace Primary School, Karama, at an estimated cost of \$6000 to be funded from the 2024/2025 Disability Access Capital Budget.

PURPOSE

The purpose of this report is to seek endorsement by the Committee for the installation of Tactile Ground Surface Indicators at the children crossing at the front of Manunda Terrace Primary School, Karama from the 2024/2025 Disability Access Capital Budget.

KEY ISSUES

- The Access and Inclusion Advisory Committee is allocated \$57,000 for capital works in the 2024/2025 financial year.
- A request has been received by officers from a community member to install tactile ground surface indicators for a visually impaired student.

DISCUSSION

The Access and Inclusion Advisory Committee have been allocated \$57,000 by Council for the 2024/2025 Disability Access Capital Budget.

This report is presenting a capital upgrade for the Access and Inclusion Advisory Committee to consider recommending to Council for approval.

Request for tactile ground surface indicators.

Top End Vision and Mobility, on behalf of a local school student, is requesting the installation of tactile ground surface indicators at the children crossing at the front of Manunda Terrace Primary School in Karama. They have been providing orientation and mobility services to a primary school student who is learning the walk route from home to Manunda Terrace Primary School. This student is blind (no light perception) and uses a long cane to navigate. An important component of learning this walk route is identifying and completing safe road crossings.

Tactile ground surface indicators (TGSIs) at children crossings are designed to assist visually impaired pedestrians by providing tactile cues that indicate the presence of a crossing and the direction to cross safely. Top End Vision and Mobility have also provided support letter.

The installation of the TGSIs has been estimated by the capital works team as costing \$6000.

Recommendation

That the Access and Inclusion Advisory Committee endorse the works to be funded from the 2024/2025 Disability Access Capital Budget.

PREVIOUS COUNCIL RESOLUTION

NIL

STRATEGIC PLAN ALIGNMENT	2 A Safe, Liveable and Healthy City 2.1 By 2030, Darwin will be a safer place to live and visit
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: \$57,000 Is Funding identified: Yes. Existing Position No: N/A Contractor: N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	NIL
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Inform
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



11 September 2024

To: Andrew Aragala
Senior Coordinator Community Inclusion
Civic Centre
17 Harry Chan Avenue Darwin 0801

Reason: Request for Installation of Tactile Ground Surface Indicators at the children crossing at the front of Manunda Terrace Primary School, Karama.

Top End Vision and Mobility have been providing orientation and mobility services to a primary school student, who is learning the walk route from home to Manunda Terrace Primary School. This student is blind (no light perception) and uses a long cane to navigate. There are many components to learning this walk route; one of them being, identifying and completing safe road crossings.

Following a recent submission made to City of Darwin Council, Top End Vision and Mobility would like to thank City of Darwin Council for clearing away rubbish and overhanging branches along Manunda Terrace. This has greatly improved the access for my student and allows for a more enjoyable walk to school.

In addition, Top End Vision and Mobility is requesting the installation of tactile ground surface indicators at the children crossing at the front of Manunda Terrace Primary School, as this will ensure a safer crossing. Tactile ground surface indicators (TGSIs) at children crossings are designed to assist visually impaired pedestrians, including children, by providing tactile cues that indicate the presence of a crossing and the direction to cross safely.



- The blended ramp is difficult for a student who is blind to cross at as it is much harder and in some cases impossible to detect where the crossing starts. This is a safety issue as instead of focusing on whether the cars have stopped and determining if safe to cross, a lot of extra focus is placed on lining

up with the crossing. Cars may also get confused and or impatient and continue driving, which is an added element of risk.

- My student is currently using the join between the footpath and start of the ramp to assist with lining up correctly with the children crossing. This is an added level of complexity for completing the crossing safely. TGSIs would provide safe positioning at the start of the crossing and a clear line of travel. If budget is an issue, the installation of warning indicators would still very much be welcomed as this will provide a safe tactile designation as to where to stand at the crossing and will assist with a straighter line of travel.
- TGSIs would provide a safer crossing for all children and other pedestrians, who need to access Manunda Primary School by designating a safe place to stand at the ramp, while also providing an added visual component alerting drivers to the children crossing.

In conclusion, there are a number of benefits to having TGSIs at the children crossing at Manunda Terrace Primary School:

- **Safety:** TGSIs help prevent accidents by making crossings more detectable for visually impaired children and other pedestrians.
- **Accessibility:** They ensure the public space are navigable for people with varying levels of vision, promoting inclusivity.
- **Independence:** Visually impaired children can navigate crossings more independently, reducing the need for constant assistant.

The installation of safer crossings would not only improve safety but also encourage more people to walk, contributing to a healthier and more sustainable community. These measures align with the broader goal of creating a safer and more accessible pedestrian-friendly environment.

I am confident that the installation of TGSIs at the children crossing at Manunda Terrace Primary School will be a positive step towards achieving this goal. I appreciate your attention to this matter and look forward to hearing about Darwin City of Council's decision on this issue.

Thank you for your time and consideration.

Sincerely,

Jacqueline Johnson

Orientation and Mobility Specialist COMS ROMSA
Top End Vision and Mobility
admin@tevm.com.au
0457 288 396

9.3 TERMS OF REFERENCE

Author: Community Development Officer

Authoriser: Senior Coordinator Community Inclusion

Attachments: 1. Access and Inclusion Advisory Committee Terms of Reference [↓](#)

RECOMMENDATIONS

THAT the report entitled Terms of Reference be received and noted.

PURPOSE

The purpose of this report is to provide to the Committee the current version of the Terms of Reference that have been adopted by Council.

KEY ISSUES

- At the Access and Inclusion Advisory Committee held on 1 February 2024 the committee endorsed proposed changes to the functions and membership sections.
- City of Darwin's Governance team incorporated these proposed changes in accordance with branding guidelines and compliance with the Local Government Act 2019 (NT) and referred these to Council for approval.
- The updated terms of reference adopted by Council on 13 August 2024 are at **Attachment1**.
- Members are required to sign a copy in accordance with Section 11. Copies will be provided at the meeting.

<p>DISCUSSION</p> <p>Following the committee's endorsement of proposed changes to the functions and membership sections of the terms of reference, City of Darwin's Governance team incorporated the proposed changes in accordance with branding guidelines and compliance with the Local Government Act 2019 (NT).</p> <p>The Access and Inclusion Advisory Committee's adopted terms of reference are attached at Attachment 1. Copies will be provided to each member at the meeting for signing in accordance with section 11.</p>	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>At the 13 August 2024 meeting Council resolved:</p> <p>RESOLUTION ORD329/24</p> <p>1. THAT the report entitled Review of Executive and Advisory Committees Terms of Reference be received and noted.</p> <p>2. THAT Council adopt the revised Terms of Reference for the Executive and Advisory Committees.</p> <p>(iv) Access and Inclusion Advisory Committee Terms of Reference at Attachment 6.</p> <p style="text-align: right;">CARRIED 9/0</p>	
STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation: Local Government Act 2019 (NT)</p> <p>Policy: Advisory and Other Committees No.0930. 100.E.R</p>
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



Access and Inclusion Advisory Committee terms of reference

No.1201.001.E.R

1 Purpose

The Access and Inclusion Advisory Committee (the Committee) is established in accordance with section 82 of the *Local Government Act 2019* (NT). The purpose of the Committee is to advocate, inform, and guide Council on improved access and inclusion for all people, including people with disabilities, living, working, studying, or visiting Darwin.

2 Scope

The Committee operates to advocate, inform, and support Council's approach to access and inclusion.

3 Authority / delegation

The Committee is an advisory committee to Council and does not have any delegation to make decisions. The Committee is able to put recommendations to Council for endorsement, and then may be responsible for completing the action determined by Council resolution.

4 Functions

The functions of the Committee are to:

- represent the access and inclusion needs of the Darwin community
- advise Council on ways to actively contribute to the development and implementation of best practice policy, procedures, planning, and programming to increase community inclusion outcomes
- identify actions that City of Darwin can take to improve access and inclusion of services, facilities, and programs
- identify gaps, issues and challenges relating to access and inclusion that City of Darwin can advocate for and/or partner with businesses, services and organisations to address
- advocate for access and inclusion through providing education and information to improve community awareness of the needs and rights of those with access and inclusion issues, through positive and proactive media, social marketing, community events, festivals, forums, and other initiatives
- keep Council informed on industry developments, standards, and legislation which can improve access and inclusion to services, facilities, and programs

Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD329/24	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			



- guide the development and implementation of City of Darwin’s Access Strategy and review the existing strategy.

5 Membership

5.1 Members

Membership of the Committee will be appointed by Council.

Council will appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the functions of the group.

The Committee will, where possible, appoint a First Nations representative – either an appropriate organisation or community member.

Membership will consist of:

- up to eight community members
- four organisational memberships consisting of:
 - National Disability Services NT (NDS NT)
 - Council on the Ageing NT (COTA NT)
 - Relevant Northern Territory Government representative(s)
 - Identified organisation representing members of the community for whom access and inclusion are important areas of focus.
- one Elected Member
- one Elected Member (alternate)
- The Lord Mayor, who may attend as ex-officio.

5.2 Chair

The chair of the Committee will be appointed by Council.

The Committee Chair is responsible for:

- ensuring the good conduct of meetings in accordance with the role and functions of the Committee
- ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee chair may be called upon to represent the Committee to Council.

The Committee may appoint a Deputy Chair for the purpose of chairing a meeting if the Chair is not present.

Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD329/24	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			



5.3 Terms and vacancies

Membership term for community and organisational members will be for two years.

Membership term of an Elected Member will be for one year, by nomination at an Ordinary Council Meeting.

Membership will expire if a member does not attend three consecutive meetings without an approved leave of absence.

6 Meetings

The Committee will adhere to the requirements for meetings as outlined in the *Local Government Act 2019* (NT), *Local Government (General) Regulations 2021* (NT) and relevant City of Darwin policies.

6.1 Frequency and location

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four times per year and no more than eight times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer (CEO) on the request of the Chair, or a majority of committee members. The CEO will then issue a Notice of Meeting with the time, date and location, and the items to be discussed at the special meeting.

6.2 Voting

For voting purposes, the Chairperson will accept motions moved and seconded by members of the Committee, by show of hands.

A Committee decision is by majority vote of voting members present at the meeting.

A majority vote is half plus one of the members present.

Each member present has, and must exercise, one vote on a question arising for decision at the meeting.

The Chair must exercise, in the event of an equal number of votes, a second or casting vote.

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Access and Inclusion Advisory Committee terms of reference - 1201.001.E.R			Page 3 of 5
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Responsible Officer: Chief Executive Officer			
Electronic version current. Uncontrolled copy valid only at time of printing.			



6.3 Secretariat

City of Darwin will provide secretarial services to the Committee. This includes assisting the CEO to ensure:

- the business papers are distributed no later than three business days prior to a meeting and are available on the website
- proper minutes are kept and ensure that they are tabled at the next meeting of Council
- a copy of the minutes is, within ten business days after the date of the meeting to which the minutes relate, available on the website.

6.4 Meetings

Meetings are open to the public unless confidential business is being considered.
Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

7 Quorum

Quorum consists of a majority, being half plus one of its members holding office at the time of the meeting.

8 Code of conduct

All Committee members are required to abide with Schedule 1 Code of Conduct of the *Local Government Act 2019* (NT).
This includes the requirement to declare gifts and/or benefits.

9 Conflict of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee.
Conflicts of Interest must also be identified at the start of each meeting in which a member has a conflict of interest on a matter.

10 Review

The Terms of Reference will be reviewed every four years by the Committee and any changes will be put to Council for endorsement.

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Access and Inclusion Advisory Committee terms of reference - 1201.001.E.R			Page 4 of 5
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2	ORD329/24	13 August 2024	12 August 2028
Responsible Officer: Chief Executive Officer			
Electronic version current. Uncontrolled copy valid only at time of printing.			



11 Responsibility / application

All members of the Committee will be asked to sign the Terms of Reference as part of their induction to the Committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* (NT) as a member of a Council appointed Committee.

Name _____

Signature _____

Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD329/24	13 August 2024	12 August 2028

Responsible Officer: Chief Executive Officer

Electronic version current. Uncontrolled copy valid only at time of printing.

9.4 ONGOING ACTIONS LIST

Author: Community Development Officer
Authoriser: Senior Coordinator Community Inclusion
Attachments: 1. Ongoing Actions List [↓](#)

RECOMMENDATIONS

THAT the report entitled Ongoing Actions List be received and noted.

PURPOSE

The purpose of this report is to review the Ongoing Action List of the Access and Inclusion Advisory Committee.

KEY ISSUES

- At each meeting of the Access and Inclusion Advisory Committee the Ongoing Action list at **Attachment 1** is presented for review.
- The Ongoing Action list details the action, who is actioning, status and the date the action was included.
- The Ongoing Action list also maintains a record of the Completed Actions.

DISCUSSION

Attached is the Ongoing Action List for the committee's review.

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT

6 Governance Framework
6.1 Vision and Culture

BUDGET / FINANCIAL / RESOURCE IMPLICATIONS

Nil

LEGISLATION / POLICY CONTROLS OR IMPACTS

Nil

CONSULTATION, ENGAGEMENT & COMMUNICATION

Nil

DECLARATION OF INTEREST

The report author does not have a conflict of interest in relation to this matter.

The report authoriser does not have a conflict of interest in relation to this matter.

If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).

Ongoing Actions

Action	Who	Status	Date added
As Built Review of Jingili Water Garden Adult Change Facility	Community Development Officer	Review done, awaiting quotes.	5/10/2023
Access Audit of Bombing of Darwin Event	City of Darwin Events & Community Development Officer	Pre event and event day assessment done awaiting final report	5/10/2023
City of Darwin Access Strategy	Community Development Officer & Committee	Matrix On Board contracted as consultants	30/11/2023
Reporting issues for repair in municipality Use Click and Fix or email darwin@darwin.nt.gov.au	Committee	Transition to Snap Send Solve in 2025.	30/11/2023
Capital projects for consideration by committee	Committee	Ongoing	30/11/2023
Increase Event Accessibility	Community Development Officer	Focus for 2024	30/11/2023

Action	Who	Status	Date added
Logging accessibility issues on Footpaths through Click n Fix	Committee to log on Click n Fix	Focus for 2024	30/11/2023
Increasing accessible Parking	Committee to consider in capital funds allocation	Focus for 2024	30/11/2023
Increasing accessibility communications and web	Funded project underway	Focus for 2024	30/11/2023
Accessibility Seminar attendance for committee recommendation October	2 members		1/2/2024
Promotion of Accessibility Seminars	Committee		1/2/2024

Completed Actions

Actions	Who	Status	Date added
Fannie Bay Shopping Centre accessible upgrades	Project Delivery City of Darwin	Completed	26/4/2022
March Accessible Business Seminar	Community Development Officer	Completed	5/10/2023
Improve sound for hybrid meetings	Community Development Officer	Completed	30/11/2023
Adult Change Facility at Palmerston Bus Interchange	Committee	Completed	30/11/2023

9.5 ACCESS STRATEGY ENGAGEMENT SESSION

Author: Senior Coordinator Community Inclusion

Authoriser: Coordinator Recreation and Leisure

Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Access Strategy Engagement Session be received and noted.

PURPOSE

The purpose of this report is to inform the Access and Inclusion Advisory Committee on key elements of the Engagement and Communication Plan, especially consultation methods and stakeholders to be included in the consultation and have input into the Plan before consultation formally begins.

KEY ISSUES**Consultants appointed for development of Access Strategy**

Matrix On Board have been appointed as the consultants that will undertake the development of the City of Darwin Access Strategy 2025-2030.

Focus Group

- Matrix On Board will conduct a one-hour focus group session in the meeting.

DISCUSSION**Consultants appointed for development of Access Strategy**

In the 2024/25 Budget City of Darwin allocated funds to the development of a new Access Strategy 2025-2030 to support and improve accessibility within City of Darwin municipality.

The strategy will:

- Be flexible and outcomes focused.
- Align with City of Darwin's 2030 Strategic Plan – City for People. City of Colour
- Define how Council will measure outcomes.

Matrix On Board have been appointed as the consultants who will develop the Access and Inclusion strategy 2025-2030.

Focus group session.

This one-hour focus group session with Matrix on Board will include presentation on key elements of the Engagement and Communication Plan, especially consultation methods and stakeholders to be included in the consultation. This session will also provide the opportunity for the committee to have input into the Plan before consultation formally begins.

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT	2 A Safe, Liveable and Healthy City 2.2 By 2030, Darwin will be increasingly recognised as a liveable city
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: \$55,022 Is Funding identified: YES
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i> Policy: 1310.100. E.R. – Community Engagement Policy
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Consult Tactics: Key Stakeholder Interviews Online and printed surveys for public Website content Advertising and promotional material Stakeholder workshops Internal: Staff from: <ul style="list-style-type: none"> ○ City of Darwin Community Hub ○ City of Darwin Innovation Hub

	<ul style="list-style-type: none">○ City of Darwin Corporate Hub○ City of Darwin Office of Lord Mayor and CEO Hub○ Elected members.○ Access and Inclusion Advisory Committee <p>External:</p> <p>Disability peak bodies and service providers</p> <p>Mainstream peak bodies and service providers</p> <p>Dedicated - deaf community.</p> <p>General public wider community</p>
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Nil

12 NEXT MEETING

13 CLOSURE OF MEETING



MINUTES

Access and Inclusion Advisory Committee Meeting Thursday, 1 August 2024

Date: Thursday, 1 August 2024

Time: 1:30 PM

**Location: Meeting Room Guyugwa (Casuarina Library
Meeting Room)
17 Bradshaw Terrace, Casuarina**

**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 AUGUST 2024 AT 1:30 PM**

- PRESENT:** Councillor Sylvia Klonaris
Community Member Florence Henaway
Community Member Rajeev Thayil
Council on the Ageing NT Cecilia Chiolero
National Disability Services NT Mick Fallon
Building Advisory Services Alison Warwick
Department of Infrastructure, Planning and Logistic Sarah Lillecrapp (proxy for Bernie Ingram)
- OFFICERS:** Ciella Williams (Community Development Officer)
Andrew Aragala (Senior Coordinator Community Inclusion)
Tony Yiannakos (Senior Coordinator Infrastructure)
- APOLOGY:** Community Member - Chairperson Debbie Reeves
Community Member Kim Caudwell
Community Member Stephanie Ransome
Community Member Lynne Strathie
Community Member Tiffany Brown
Department of Infrastructure, Planning and Logistic Bernie Ingram
- GUESTS:** Nil

Order of Business

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1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1:39 pm.

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 - Chairperson Debbie Reeves

Community Member Kim Caudwell

Community Member Stephanie Ransome

Community Member Lynne Strathie

Community Member Tiffany Brown

Department of Infrastructure, Planning and Logistic Bernie Ingram

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Community Member Florence Henaway

Department of Infrastructure, Planning and Logistic Sarah Lillecrapp - proxy for Bernie Ingram

Council on the Ageing NT Cecilia Chiolero

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 AAIAC013/24**

Moved: Councillor Sylvia Klonaris
Seconded: Building Advisory Services Alison Warwick

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 6 June 2024 be confirmed.

CARRIED 7/0**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 UPDATE ACCESS AND INCLUSION ADVISORY COMMITTEE****COMMITTEE RESOLUTION AAIAC014/24**

Moved: Community Member Rajeev Thayil
Seconded: National Disability Services NT Mick Fallon

THAT the report entitled Update Access and Inclusion Advisory Committee be received and noted.

CARRIED 7/0**9.2 CASUARINA AQUATIC AND LEISURE CENTRE****COMMITTEE RESOLUTION AAIAC015/24**

Moved: Building Advisory Services Alison Warwick
Seconded: Community Member Florence Henaway

THAT the report entitled Casuarina Aquatic and Leisure Centre be received and noted.

CARRIED 7/0**9.3 ACCESS STRATEGY DEVELOPMENT UPDATE****COMMITTEE RESOLUTION AAIAC016/24**

Moved: Community Member Florence Henaway
Seconded: National Disability Services NT Mick Fallon

THAT the report entitled Access Strategy Development Update be received and noted.

CARRIED 7/0

9.4 ONGOING ACTION LIST

COMMITTEE RESOLUTION AAIAC017/24

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Rajeev Thayil

THAT the report entitled Ongoing Action List be received and noted.

CARRIED 7/0

9.5 SHADE AND SOFT FALL UPGRADES FOR LIBERTY SWING LAKE ALEXANDER

COMMITTEE RESOLUTION AAIAC018/24

Moved: National Disability Services NT Mick Fallon

Seconded: Building Advisory Services Alison Warwick

1. THAT the report entitled Shade and Soft Fall Upgrades for Liberty Swing Lake Alexander be received and noted.
2. THAT the Access and Inclusion Advisory Committee endorse the following project be funded from the proposed carry forward 2023/2024 Disability Access Capital Budget pending confirmation:

Project	Cost
Shade Structure to the Liberty Swing at Lake Alexander Playground	\$30,000
Resurfacing the damaged soft fall of the Liberty Swing at Lake Alexander Playground	\$20,000
Total	\$50,000

CARRIED 7/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

That the feedback provided on accessibility at the Darwin Show be communicated to the organisers.

That it be noted the committee would like National Disability Services NT Mick Fallon to present to the next meeting on the Federal response to the Disability Royal Commission.

Action: Community Development Officer to action.

12 NEXT MEETING

3 October 2024

The Chair declared the meeting closed at 2:42pm