



AGENDA

Access and Inclusion Advisory Committee Meeting Thursday, 3 November 2022

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

Date: Thursday, 3 November 2022

Time:

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

**Simone Saunders
Chief Executive Officer**

ACCESS AND INCLUSION ADVISORY COMMITTEE MEMBERS

Councillor Amye Un
Councillor Sylvia Klonaris
Community Member Martin Blakemore
Community Member Lynne Strathie
Community Member Kyle Adams
Community Member Kim Caudwell
Community Member Stephanie Ransome
Community Member Debbie Reeves
Community Member Lachlan Rowe
Community Member Sarah Skopellos
Community Member Rajeev Thayil
National Disability Services NT Mick Fallon
Department of Infrastructure, Planning and Logistics Bernie Ingram
Council on the Ageing NT Cecilia Chiolero
Building Advisory Services Alison Warwick

OFFICERS

Community Development Officer (Secretariat), Heather Docker

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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 September 2022

7 ACTIONS ARISING FROM Previous Minutes

8 PRESENTATIONS

9 OFFICER REPORTS

9.1 FREQUENCY OF MEETINGS, TIME AND LOCATION - 2023

Author: Community Development Officer
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Frequency of Meetings, Time and Location be received and noted.
2. THAT the Access and Inclusion Advisory Committee adopts the following schedule for meetings in 2023:
 - a) Meetings to be held on _____
 - b) Meetings to be held from _____
Meetings to be held at _____
 - c) ___ meetings are to be held:
 - i.
 - ii.
 - iii.

PURPOSE

The purpose of this report is to set the schedule for frequency of meetings of the Access and Inclusion Advisory Committee in 2023.

KEY ISSUES

- In accordance with the Terms of Reference, item 6.1 *Frequency of Meeting and Location*, this report is proposing that the Committee meets five or six times in 2023.

DISCUSSION

Terms of Reference advise that the Committee 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.

This report proposes the Access and Inclusion Advisory Committee considers adopting the following meeting schedule for 2023:

- a) Meetings to be held on Thursdays
- b) Meetings to be held from 1:30 PM to 3:00 PM
- c) Meetings to be held at the Casuarina Library Meeting Room

and

- d) Five meetings to be held:

- i. 2 February 2023
- ii. 6 April 2023
- iii. 1 June 2023
- iv. 7 September 2023
- v. 2 November 2023

Or

- i. 2 February 2023
- ii. 6 April 2023
- iii. 1 June 2023
- iv. 3 August 2023
- v. 5 October 2023
- vi. 30 November 2023

PREVIOUS COUNCIL RESOLUTION

At the 12 July 2022 meeting Council resolved:

14.6 Appointments to Council Committees

THAT Council appoint the following Council members to the Access and Inclusion Advisory Committee to 30 September 2023:

Councillor Amye Un; and

Councillor Sylvia Klonaris as Alternate

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
CRITICAL DATES	Nil

BUDGET / FINANCIAL	Nil
RISK ASSESSMENT	<p> Assets & Infrastructure <input type="checkbox"/> Environment & Waste <input type="checkbox"/> Financial <input type="checkbox"/> Info Comms & Tech <input type="checkbox"/> Legal & Compliance <input type="checkbox"/> Ops & Service Delivery <input type="checkbox"/> Reputation & Brand <input checked="" type="checkbox"/> Work Health & Safety <input type="checkbox"/> </p> <p>In accordance with City of Darwin Risk Management Framework, the post treatment, mitigation risk is: Very Low</p> <p>Risks identified, in relation to this report, will be managed by staff</p>
LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation:</p> <p>The Committee has been established pursuant to the <i>Local Government Act 2019</i></p> <p>Policy:</p> <p>Meetings – No.043</p> <p>Advisory and Other Committees – No.093</p> <p>Community Inclusion – No. 008</p>
RESOURCE IMPLICATIONS	Nil
CONSULTATION & ENGAGEMENT	Nil
COMMUNICATION PLAN FOR THIS INITIATIVE	Nil
PLACE SCORE STATEMENT	Nil
DECLARATION OF INTEREST	<p>https://intranet.darwin.nt.gov.au/document/3331/view</p> <p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser 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

10.1 CITY OF DARWIN UPDATE

Author: Community Development Officer

Authoriser: Executive Manager Community and Cultural Services

Attachments: 1. Lord Mayoral Award Nomination Form [↓](#) 

RECOMMENDATIONS

That the report be received and noted.

CARNIVAL OF FUN – FRIDAY 2 DECEMBER FROM 11AM TO 2PM AT THE INDOOR NETBALL STADIUM AT MARRARA CELEBRATING INTERNATIONAL DAY OF PEOPLE WITH DISABILITY.

LORD MAYORAL AWARDS – NOMINATIONS CLOSE 4 NOVEMBER. NOMINATION FORM IS ATTACHED.

INTERNATIONAL WOMENS DAY WALK AND CELEBRATION WILL BE HELD ON SATURDAY 4 MARCH 2023

NT DISABILITY INCLUSION AWARDS WILL BE HELD ON FRIDAY 11 NOVEMBER

FOODBANK NT CHRISTMAS DRIVE – 4 TO 24 NOVEMBER, COLLECTION BINS AT THE FOLLOWING CITY OF DARWIN LOCATIONS:

- CITY LIBRARY
- CIVIC CENTRE CUSTOMER SERVICE
- NIGHTCLIFF LIBRARY
- CASUARINA LIBRARY
- KARAMA LIBRARY



The Lord Mayoral Awards

The Lord Mayoral Awards recognise individuals with a disability who have made an outstanding contribution to the community advocating for the rights and well-being of people with disability. They are presented as part of the annual International Day of People with Disability celebrations on 3 December.

You can make multiple nominations, self-nominate or nominate another person. Please use a separate form for each nomination. The person you are nominating needs to be a City of Darwin resident.

Nominations are open all year and close at 2.00pm Friday 4 November 2022.

You can submit a nomination in the following ways:

Email: darwin@darwin.nt.gov.au

Phone: 08 8930 0560

Mail: Community Development Officer, City of Darwin, GPO Box 84, Darwin NT 0801

In person: Civic Centre, Harry Chan Avenue, Darwin

If you require assistance to submit a nomination, or have any questions, please contact Heather Docker, City of Darwin Community Development Officer on 08 8930 0560.

Nomination Categories

The Champion Award

A person who has made an outstanding contribution to the community advocating for the rights and well-being of people with disability

Criteria:

1. The nominee has a disability.
2. The nominee has made a significant contribution to the Darwin community, which has resulted in improved conditions, services, well-being, or understanding of individuals or groups of people with disability.
3. The nominee has a record of being a champion for the rights of people with disability.

The Rising Star Award

A person under 25 who makes an ongoing contribution to their school, workplace or community advocating for the rights and well-being of people with disability

Criteria:

1. The nominee is under 25 years old with a disability.
2. The nominee makes an ongoing contribution to their school, workplace or community.
3. The nominee advocates for the rights and well-being of people with disability.



Nomination Form

(a) Your contact details (person making the nomination)			
Name:			
Phone:		Email:	
(b) Please provide details of the person you are nominating			
Name:			
Phone:		Email:	
(c) Nomination Category (please select a category for your nomination)			
<input type="checkbox"/>	The Champion Award <i>A person who has made an outstanding contribution to the community advocating for the rights and well-being of people with disability</i>		
<input type="checkbox"/>	The Rising Star Award <i>A person under 25 who makes an ongoing contribution to their school, workplace or community advocating for the rights and well-being of people with disability</i>		
(d)	Please describe how the nominee meets the criteria of the selected award category		

* Please attach any supporting evidence if required.

Privacy Statement

Information provided in this form will be used for the assessment process and award announcements. The person nominating may be contacted to clarify any information contained within the form. City of Darwin may disclose the information provided by you to a third party in accordance with the NT Information Act or our Privacy Policy which is available on our website www.darwin.nt.gov.au.

11 GENERAL BUSINESS

11.1 PROJECT PROPOSAL FORM

Author: Community Development Officer

Authoriser: Executive Manager Community and Cultural Services

Attachments: 1. Project Proposal Form [↓](#) 

RECOMMENDATIONS

That the report be received and noted.

EACH FINANCIAL YEAR APPROXIMATELY \$55,000 IS ALLOCATED BY CITY OF DARWIN TO IMPROVING ACCESS AND INCLUSION IN THE DARWIN MUNICIPALITY.

THE ATTACHED FORM IS A TOOL FOR CITY OF DARWIN AND THE ACCESS AND INCLUSION ADVISORY COMMITTEE TO CONSIDER PROPOSALS.

PROPOSAL MAY BE SUBMITTED AT ANY TIME TO THE COMMUNITY DEVELOPMENT OFFICER.

THE PROPOSALS WILL BE REVIEWED INTERNALLY WITH RELEVANT OFFICERS SUCH AS INFRASTRUCTURE OR DESIGN STAFF, EVENTS AND LOGISTICS OR MAINTENANCE OFFICERS AS RECEIVED.

THE COMMITTEE WILL CONSIDER AND RANK PROPOSALS AT THEIR MID YEAR MEETING (JUNE) FOR RECOMMENDATION TO COUNCIL.

1. Please complete this form with details of your request. Check the assessment criteria before completing the form.
2. If you have any questions or would like support with completing the form, please contact the Community Development Officer on 8930 0560 or darwin@darwin.nt.gov.au.

- ☐ The site is on City of Darwin land
- ☐ The works are not for a commercial activity or for improvements on private property
- ☐ The works will increase equity of access and help create a collaborative, inclusive and connected community
- ☐ The project details, costs and timeframes are clear and reasonable

Contact Details	
Name	
Phone	
Email	

Proposal
<p><i>Please provide details of your request below. Include location, and details of works, including dimensions and specifications. Please provide photos or drawings to support the proposal.</i></p>

The information requested is being collected by the City of Darwin to be able to carry out its functions. The City of Darwin may disclose the information provided by you to a third party, in accordance with the NT Information Act or our Privacy Policy which is available on our website www.darwin.nt.gov.au

**Costs**

Please outline the costs involved and the contribution requested, include quotations where available and why this request is appropriate for City of Darwin to address.

Timeframe

Please indicate project timeframes.

Email your completed proposal form, with any supporting evidence to darwin@darwin.nt.gov.au or post to City of Darwin, GPO Box 84, Darwin NT 0801.

Your application will be considered by City of Darwin's Access and Inclusion Advisory Committee and you will be notified of the outcome once the recommendation process is complete. Applications will be reviewed internally by City of Darwin officers prior to being assessed and ranked by the committee on an annual basis for recommendation to Council. If you have any questions about the status of your request, please contact the Community Development Officer on 8930 0560.

Privacy Statement

The information requested is being collected by the City of Darwin to be able to carry out its functions. The City of Darwin may disclose the information provided by you to a third party, in accordance with the NT Information Act or our Privacy Policy which is available on our website www.darwin.nt.gov.au

12 NEXT MEETING

13 CLOSURE OF MEETING



MINUTES

Access and Inclusion Advisory Committee Meeting

Thursday, 1 September 2022

**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 SEPTEMBER 2022 AT 1.30 PM**

- PRESENT:** Councillor Amye Un, Councillor Sylvia Klonaris, Community Member Martin Blakemore (Acting Chair), Community Member Lynne Strathie, Community Member Kyle Adams, Community Member Kim Caudwell, Community Member Debbie Reeves, Community Member Sarah Skopellos, Community Member Rajeev Thayil, National Disability Services NT Mick Fallon, Department of Infrastructure, Planning and Logistics Ahmed Fathy, Council on the Ageing NT Cecilia Chiolero,
- OFFICERS:** Edith Heiberg Governance Projects Officer, Carlos Campos Digital Communications Officer, Heather Docker Community Development Officer (Secretariat)
- APOLOGY:** Building Advisory Services Alison Warwick, Community Member Stephanie Ransome
- GUESTS:** Janet Brown, Council on the Ageing NT, Margy Petherbridge Down Syndrome NT

Order Of Business

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6	Confirmation of Previous Minutes	3
7	Actions Arising from Previous Minutes	3
8	Presentations	4
8.1	Presentation by City of Darwin Governance Projects Officer Edith Heiberg	4
8.2	Presentation by City of Darwin Digital Communications Officer Carlos Campos	4
8.3	Presentation by Council on the Ageing NT Cecelia Chiolero & Janet Brown	4
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	Nil	
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1 Meeting Declared Open

The Chair declared the meeting open at 1.38 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

Building Advisory Services Alison Warwick,

Community Member Stephanie Ransome

3.2 Leave of Absence

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

5.2 Declaration of Interest by Staff

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION AAIAC015/22

Moved: Community Member Debbie Reeves

Seconded: Community Member Sarah Skopellos

That the minutes of the Access and Inclusion Advisory Committee Meeting held on 2 June 2022 be confirmed.

CARRIED 11/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil

8 PRESENTATIONS

8.1 PRESENTATION BY CITY OF DARWIN GOVERNANCE PROJECTS OFFICER EDITH HEIBERG

COMMITTEE RESOLUTION AAIAC016/22

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Kyle Adams

That the presentation by City of Darwin Governance and Projects Officer be received and noted.

CARRIED 11/0

Action: Officer to provide details to committee on policy regarding shared paths on one side of road to make recommendation to Council at the next committee meeting in November

8.2 PRESENTATION BY CITY OF DARWIN DIGITAL COMMUNICATIONS OFFICER CARLOS CAMPOS

COMMITTEE RESOLUTION AAIAC017/22

Moved: Council on the Ageing NT Cecilia Chiolero

Seconded: National Disability Services NT Mick Fallon

That the presentation by City of Darwin Digital Communications Officer be received and noted.

CARRIED 11/0

8.3 PRESENTATION BY COUNCIL ON THE AGEING NT CECILIA CHIOLERO & JANET BROWN

COMMITTEE RESOLUTION AAIAC018/22

Moved: Community Member Martin Blakemore

Seconded: Council on the Ageing NT Cecilia Chiolero

That the presentation by Council on the Ageing be postponed.

.CARRIED 11/0

That the presentation by Council on the Ageing NT be postponed

9 OFFICER REPORTS

9.1 ACCESS AND INCLUSION ADVISORY COMMITTEE UPDATE

COMMITTEE RESOLUTION AAIAC019/22

Moved: Councillor Sylvia Klonaris

Seconded: Council on the Ageing NT Cecilia Chiolero

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

CARRIED 11/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

LANEWAY CLOSURE – KARAMA – COUNCILLOR KLONARIS

Councillor Sylvia Klonaris brought to the attention of the committee :

- upcoming consultation on closure of a Karama laneway.
- Malak Oval pavilion addition will impact on shared path on site.

Community Member Kyle Adams departed the meeting at 2:58 pm.

12 ACCESS TO EVENTS IN CITY

Access to Drone show and Festival Park – parking restricted – increase number of accessible parks for longer events

Action: Community Development Officer to review requirements and provide feedback to committee.

Community Member Sarah Skopellos departed the meeting at 3:01 pm.

12 NEXT MEETING

The Chair declared the meeting closed at 3.07.