

Agenda

Access and Inclusion Advisory Committee Meeting

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

Date: Thursday, 2 April 2026

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

Building Advisory Services Alison Warwick
Community Member Tiffany Brown
Community Member Kim Caudwell
Council on the Ageing NT Cecilia Chioloro
Community Member Bryony Crowe
National Disability Services NT Mick Fallon
Community Member Florence Henaway
Department of Infrastructure, Planning and Logistic Bernie Ingram
Councillor Sylvia Klonaris
Community Member Ella McGugan-Wevill
Community Member Lynne Strathie
Community Member Rajeev Thayil

OFFICERS

Executive Manager Community and Cultural Services, Angela O'Donnell

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1 ACKNOWLEDGEMENT OF COUNTRY

2 MEETING DECLARED OPEN

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Granted

3.3 Leave of Absence Notified

4 ELECTRONIC MEETING ATTENDANCE

4.1 Electronic Attendance Granted

4.2 Electronic Attendance Requested

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

6 CONFIRMATION OF PREVIOUS MINUTES

Access and Inclusion Advisory Committee Meeting - 5 February 2026

7 MOVING OF ITEMS

7.1 Moving Open Items into Confidential

7.2 Moving of Confidential Items into Open

8 DEPUTATIONS AND BRIEFINGS

9 OFFICER REPORTS**9.1 HIDDEN DISABILITIES SUNFLOWER PROGRAM LAUNCH**

Author: Senior Coordinator Community Inclusion
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Hidden Disabilities Sunflower Program Launch be received and noted.

PURPOSE

The purpose of this report is to update the Access and Inclusion Committee on Hidden Disabilities Sunflower Program initiative that align with the City of Darwin Access Strategy 2025-2030.

KEY ISSUES

- Hidden Disabilities Sunflower Program Launch

DISCUSSION

Sunflower Accreditation - Hidden Disabilities Sunflower Initiative

Access Strategy: Participate — Foster a workplace culture that celebrates and supports diversity.

Action: Provide training to Libraries and Customer Service Officers to improve understanding and support for individuals with hidden disabilities.



The Hidden Disabilities Sunflower is a globally recognised symbol designed to discreetly indicate that an individual has a non-visible disability. This initiative aims to foster understanding and support in public spaces without the need for verbal disclosure. Individuals can voluntarily wear a sunflower-branded item, such as a lanyard, pin, or ID card, to signal that they may require additional assistance, patience, or time.

Hidden Disabilities Sunflower Program – Staff Training and Launch

The Community Inclusion Team is planning to launch the Hidden Disabilities Sunflower Program online training module (via LMS) on 2 April 2026, aligning with World Autism Awareness Day.

In consultation with the Capability and Learning Team, two training pathways have been identified to support implementation:

1. **Mandatory Training**
This will apply to customer-facing teams (e.g. Libraries and Customer Service) and is required for accreditation purposes. The target is to achieve 80% staff completion between April and June 2026.
2. **Awareness Sessions**
These sessions will be delivered to other departments (e.g. Parks and Operations) to build general awareness of the program without requiring formal accreditation.

Program Launch Event

The Hidden Disabilities Sunflower Program will be formally launched in partnership with the Access and Inclusion Advisory Committee (AIAC) on 2 April 2026 at Casuarina Library.

Event Schedule:

- 1:30 pm – 2:00 pm: Arrival
- 2:00 pm – 2:30 pm: Presentation by guest speaker – Niki Lehman, CEO of Autism NT.
- 2:30 pm – 3:00 pm: Afternoon tea and networking session with AIAC members and Library staff

City of Darwin library staff will also attend the launch event at Casuarina Library.

Accreditation and Implementation

Once staff training reaches the 80% completion target, City of Darwin facilities will be eligible for accreditation under the Hidden Disabilities Sunflower Program (anticipated April–June 2026).

Accreditation will enable:

- Installation of sunflower signage at key locations (entry points, reception areas, high-traffic spaces)
- Clear guidance for customers on accessing support items such as lanyards and wristbands
- Improved visibility and recognition of hidden disabilities across Council facilities

Access and Inclusion Advisory Committee (AIAC) An additional opportunity to complete the mandatory training will be provided to AIAC members during the next scheduled meeting on 4 June 2026, with the first 30 minutes allocated to this session.	
PREVIOUS COUNCIL RESOLUTION N/A	
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	N/A
LEGISLATION / POLICY CONTROLS OR IMPACTS	N/A
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Inform
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).

10 MEMBER REPORTS

11 GENERAL BUSINESS

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING

THAT the next Access and Inclusion Advisory Committee Meeting be held on Thursday, 4 June 2026, at Meeting Room Guyugwa (Casuarina Library Meeting Room), 17 Bradshaw Terrace, Casuarina (Open Section followed by the Confidential Section).

13 CLOSURE OF MEETING TO THE PUBLIC

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential Items of the Agenda.

14 CLOSURE OF MEETING

Minutes

Access and Inclusion Advisory Committee Meeting

Thursday, 5 February 2026

Unconfirmed

**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, 5 FEBRUARY 2026 AT 1:30 PM**

PRESENT:

Building Advisory Services Alison Warwick
Community Member Tiffany Brown
Council on the Ageing NT Cecilia Chiolero
Community Member Bryony Crowe
Community Member Florence Henaway
Councillor Sylvia Klonaris
Community Member Ella McGugan-Wevill
Community Member Lynne Strathie
Community Member Rajeev Thayil

OFFICERS:

Executive Manager Community and Cultural Services, Angela O'Donnell

APOLOGY:

Community Member Kim Caudwell
National Disability Services NT Laura Little
Department of Infrastructure, Planning and Logistic Bernie Ingram

GUESTS:

Nil

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1 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.

2 MEETING DECLARED OPEN

COMMITTEE RESOLUTION AAIAC001/26

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Lynne Strathie

The Chair declared the meeting open at 1:30pm.

CARRIED 9/0

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

COMMITTEE RESOLUTION AAIAC002/26

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Lynne Strathie

THAT an apology from Community Member Kim Caudwell, National Disability Services NT Laura Little and Department of Infrastructure, and Planning and Logistic Bernie Ingram be received.

CARRIED 9/0

3.2 LEAVE OF ABSENCE GRANTED

Nil

3.3 LEAVE OF ABSENCE REQUESTED

Nil

4 ELECTRONIC MEETING ATTENDANCE

4.1 ELECTRONIC ATTENDANCE GRANTED

COMMITTEE RESOLUTION AAIAC003/26

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Bryony Crowe

THAT the Committee note that pursuant to Section 95 (43) of the *Local Government Act 2019*, the following member(s) was granted permission for Electronic Meeting Attendance:

- Councillor Sylvia Klonaris
- Community Member Ella McGugan-Wevill
- Community Member Florence Henaway
- Council on the Ageing NT Cecilia Chiolero

CARRIED 9/0

4.2 ELECTRONIC ATTENDANCE REQUESTED

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 AAIAC004/26

Moved: Community Member Lynne Strathie

Seconded: Councillor Sylvia Klonaris

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 6 November 2025 be confirmed.

CARRIED 9/0

7 MOVING OF ITEMS

7.1 MOVING OF ITEMS INTO CONFIDENTIAL

Nil

7.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

7.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING

Nil

8 DEPUTATIONS AND BRIEFINGS

Nil

9 OFFICER REPORTS**9.1 RECONCILIATION PROGRAM****COMMITTEE RESOLUTION AAIAC005/26**

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Bryony Crowe

THAT the report entitled Reconciliation Program be received and noted.

CARRIED 9/0**9.2 ALGA NATIONAL DISABILITY INCLUSION COMMUNITY OF PRACTICE****COMMITTEE RESOLUTION AAIAC006/26**

Moved: Building Advisory Services Alison Warwick

Seconded: Councillor Sylvia Klonaris

THAT the report entitled ALGA National Disability Inclusion Community of Practice be received and noted.

CARRIED 9/0

Community member Florence Henaway departed the meeting at 2:03 pm and did not return.

Community member Rajeev departed the meeting at 2:15 pm and did not return.

9.3 UPDATE ON ACCESS STRATEGY PROJECTS**COMMITTEE RESOLUTION AAIAC007/26**

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Tiffany Brown

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

CARRIED 7/0

10 MEMBER REPORTS

COMMITTEE RESOLUTION AAIAC008/26

Moved: Community Member Bryony Crowe
Seconded: Building Advisory Services Alison Warwick

THAT the following Member Reports be received and noted.

Councillor Sylvia Klonaris

- o Advised they have raised a Notice of Motion to Council on Disability Parking.

CARRIED 7/0

11 GENERAL BUSINESS

11.1 GENERAL BUSINESS

COMMITTEE RESOLUTION AAIAC009/26

Moved: Building Advisory Services Alison Warwick
Seconded: Community Member Bryony Crowe

THAT the following General Business be received and noted.

CARRIED 7/0

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING

RECOMMENDATIONS

THAT the next Access and Inclusion Advisory Committee be held on Thursday, 2 April 2026, at 1:30 PM (Open Section followed by the Confidential Section), Meeting Room Guyugwa (Casuarina Library Meeting Room), 17 Bradshaw Terrace, Casuarina.

13 CLOSURE OF MEETING TO THE PUBLIC

RECOMMENDATIONS

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 8 of the *Local Government (General) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

14 CLOSURE OF MEETING

COMMITTEE RESOLUTION AAIAC011/26

Moved: Community Member Bryony Crowe
Seconded: Building Advisory Services Alison Warwick

THAT the meeting be closed at 2:36pm.

CARRIED 7/0

The minutes of this meeting were confirmed at the Access and Inclusion Advisory Committee Meeting held on 2 April 2026.

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CHAIR

Unconfirmed