



# **AGENDA**

## **Access and Inclusion Advisory Committee Meeting Thursday, 20 February 2025**

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

**Date: Thursday, 20 February 2025**

**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**

Chairperson Alison Warwick

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

Alternate Councillor Kim Farrar

## **OFFICERS**

Community Development Officer, Ciella Williams

Senior Coordinator Community Inclusion, Andrew Aragala

Senior Coordinator Infrastructure, Tony Yiannakos

**Order Of Business**

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<b>4</b>	<b>Electronic Attendance .....</b>	<b>5</b>
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<b>6</b>	<b>Confirmation of Previous Minutes .....</b>	<b>5</b>
<b>7</b>	<b>Actions Arising From Previous Minutes .....</b>	<b>5</b>
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<b>12</b>	<b>NEXT MEETING.....</b>	<b>20</b>
<b>13</b>	<b>CLOSURE OF MEETING .....</b>	<b>20</b>



**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 – 28 November 2024

**7 ACTIONS ARISING FROM Previous Minutes**

**8 PRESENTATIONS**

Nil

## 9 OFFICER REPORTS

### 9.1 RELOCATION OF SMITH STREET ACCESSIBLE PARKING BAYS

**Author:** Community Development Officer  
**Authoriser:** Senior Coordinator Community Inclusion  
**Attachments:** Nil

#### RECOMMENDATIONS

1. THAT the report entitled Relocation of Smith Street Accessible Parking Bays be received and noted.
2. THAT the Access and Inclusion Advisory Committee recommend to Council the relocation of Smith Street Accessible Parking Bays to:  
\_\_\_\_\_

#### PURPOSE

The purpose of this report is to determine the preferred location for the Accessible Parking Bays that need to be relocated as part of the Smith Street Streetscaping Project.

#### KEY ISSUES

- The Smith Street Streetscape improvements project is underway
- The consultation process to select a design ran from 11-28 June 2024
- 3 accessible parking bays will be retained but need to be relocated

## DISCUSSION

### The Smith Street Streetscape improvements project

The Smith Street Streetscape improvements project is part of City of Darwin's ongoing partnership with the Northern Territory Government to transform Darwin into a more vibrant and liveable tropical city. The NT Government has committed \$3 million to the project, with City of Darwin delivering the project.

#### Consultation

Two design concepts went out to public consultation between 11-28 June 2024.

As part of the design process there was a commitment that the total number of accessible parking bays would remain the same but would be relocated where required.

Of the two concept options respondents preferred the Concept 2 design. This design has been progressed by Council.



#### Relocation

The location of the micromobility lanes in Concept 2 means there is not sufficient road width to install accessible parking bays on this section of Smith Street.

The 3 Accessible Parking Bays from this section of Smith Street need to be relocated as part of the project. The location is to be determined by the committee.

**Option 1: On-street parking on Peel Street.**

3 accessible parking bays to be installed on Peel Street outside NAB and Commonwealth banks, opposite Woolworths. The bays will be indented into the existing footpath and the adjacent footpath will be reconstructed as part of this work.

***Fees:***

A disability parking permit allows free on-street parking (where parking meters are installed) in any time-restricted area for twice the period indicated, e.g. 3 hours extended to 6 hours.

**Option 2: Off-street parking in Dragonfly Car Park and West Lane Car Park**

1 accessible parking bay to be installed in the multilevel Dragonfly Car Park on Smith Street, near the pedestrian access on the ground floor, and 2 Accessible Parking Bays to be installed in the multilevel West Lane Car Park on West Lane, near the elevator on the first floor. The existing four accessible parking bays in West Lane Car Park will be improved as part of this work.

***Fees:***

Persons displaying a valid permit who park in an accessible parking bay in either West Lane carpark or Dragonfly Car Park may park for twice the time paid for.

**PREVIOUS COUNCIL RESOLUTION**

At the 26 November 2024 meeting Council resolved:

**RESOLUTION ORD550/24**

1. THAT the report entitled Smith Street Greening - Delivery Phase be received and noted.
2. THAT Council approve the Smith Street Greening project to be progressed to the delivery phase.
3. THAT a report be returned to Council with further information on maintenance, ongoing costs and product for the Inclusive Progress Pride Flag.
4. THAT Council support an increased ongoing annual operational budget to be referred to budget deliberations for the 2025/26 Financial Year.
5. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.



6. THAT the documents remain confidential, and that this decision be moved into Open at the end of the meeting.	
<b>CARRIED 7/1</b>	
<b>STRATEGIC PLAN ALIGNMENT</b>	1 A capital city with best practice and sustainable infrastructure 1.1 By 2030, a number of strategic infrastructure projects will be developed and delivered
<b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b>	<b>Budget/Funding:</b> NTG funding with project delivered by City of Darwin. <b>Is Funding identified:</b> Yes These works will be funded by the Smith Street Streetscape project.
<b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b>	<b>Policy:</b> N/A
<b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b>	<b>Engagement Level:</b> Consult
<b>DECLARATION OF INTEREST</b>	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).

**9.2 UPDATE ON PROJECTS**

**Author:** Community Development Officer

**Authoriser:** Senior Coordinator Community Inclusion

**Attachments:** 1. International Women's day flyer 2025 [↓](#)

**RECOMMENDATIONS**

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

**PURPOSE**

The purpose of this report is to update the Access and Inclusion Committee on accessibility related projects at City of Darwin.

**KEY ISSUES**

- Access Strategy
- Tactile Ground Indicators at Manunda Terrace
- International Women's Day
- Geektacular accessibility initiatives
- Parks mapping
- Sport4All

**DISCUSSION****Access Strategy**

The Council workshop on the Access Strategy took place on 4 February 2025.

The draft is under review and the final strategy will go to Council in the coming months.

**Tactile Ground Indicators**

The tactile ground indicators recommended by the Access and Inclusion Committee have been installed at Manunda Terrace as of 21 January 2025.







### International Women's Day

The International Women's Day walk and celebrations will occur on Saturday 8 March.

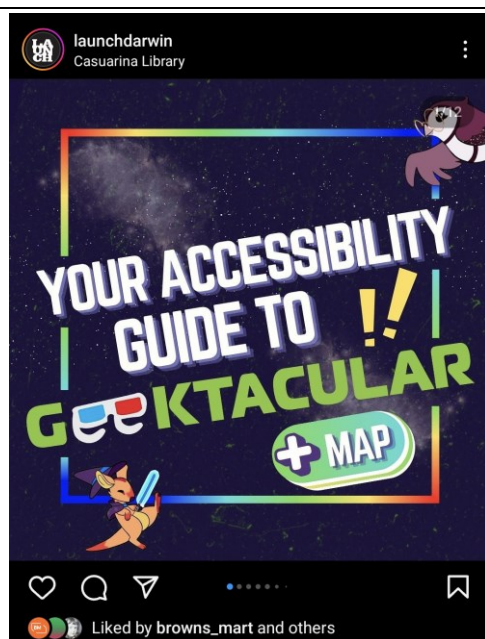
Accessibility initiatives include a designated quiet space in the library, Auslan interpreter and an optional shorter route for the Walk.

The Flyer promoting this event is at **Attachment 1**.

### Geektacular

City of Darwin Libraries and the LAUNCH Darwin Youth Team hosted the annual Geektacular event on Saturday 18 January at Casuarina library. This event featured accessibility initiatives:

- An Accessibility Guide featuring parking, maps, visual stories and toilet access information on social media
- A dedicated sensory friendly space



### Parks Mapping

An officer has been mapping the hundreds of parks in City of Darwin, providing photographs and listing the accessible features, such as playgrounds, paths and connectivity.

These can be searched for on the interactive map on City of Darwin's website under "Community Facilities".

This improves accessibility by allowing community members with access needs to get accurate information about facilities and take some labour out of journey planning.

## MATLA PARK

Accessible   Bicycle/Walking Paths   Drinking Fountains   Picnic Tables   Playground   Shaded   Daylight Hours

58 Matla Cres Lyons

## FACILITIES

- Accessible path
- Sheltered picnic area
- Water bubbler
- Shaded playground with infant swing





### Sport4All

City of Darwin has secured a position for a Sport4All Inclusion Coach to be based at City of Darwin. An Inclusion Coach is a person with disability or who has lived experiences of disability. They will work with sports clubs to create more inclusive environments for all.

Recruitment for this position is underway.

### PREVIOUS COUNCIL RESOLUTION

At the 29 November 2024 meeting Council resolved:

#### RESOLUTION ORD526/24

1. THAT the report entitled Access and Inclusion Advisory Committee Budget Recommendation be received and noted.
2. THAT Council approve the Installation of Tactile Ground Surface Indicators at the children's 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.

**CARRIED 9/0**

<b>STRATEGIC PLAN ALIGNMENT</b>	1 A capital city with best practice and sustainable infrastructure 1.1 By 2030, a number of strategic infrastructure projects will be developed and delivered
<b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b>	Nil
<b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b>	Nil

<b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b>	<b>Engagement Level:</b> Inform
<b>DECLARATION OF INTEREST</b>	<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>

# INTERNATIONAL WOMEN'S DAY WALK AND CELEBRATIONS



## All welcome to participate on Saturday 8 March 2025 at Civic Park.

The event includes:

- Welcome to Larrakia Country and Smoking Ceremony.
- Walk through the City Centre together.
- Entertainment, information stalls and a free community BBQ.
- Auslan interpreter.



For access requirements, contact our City of Darwin  
Community Development Officer on 8930 0300.



## EVENT DETAILS



SCAN ME

### Saturday 8 March 2025

Dress code: **Purple**

- **8:30 am** – Gather at Civic Centre courtyard for Welcome to Larrakia Country and Smoking Ceremony.
- **9:00 am** – Darwin City Brass Band will lead the walk with roving performers and Kool Kats.
- **9:15 am to 11:00 am** – Civic Park, information stalls, free community BBQ, entertainment, face painting and Fun Bus.
- If you are doing the short route please let the team at the information desk know before 9:00 am.

**For more information go to: [darwin.nt.gov.au/iwd](https://darwin.nt.gov.au/iwd) or scan the QR code.**

**9.3 UPDATE ON SNAP SEND SOLVE**

**Author:** Community Development Officer  
**Authoriser:** Senior Coordinator Community Inclusion  
**Attachments:** Nil

**RECOMMENDATIONS**

THAT the report entitled Update on Snap Send Solve be received and noted.

**PURPOSE**

The purpose of this report is to update the committee on the new Snap Send Solve system for reporting issues in the municipality.

**KEY ISSUES**

- Snap Send Solve has replaced City of Darwin's previous system for reporting issues in the municipality – Click and Fix and various web forms.
- Snap Send Solve is a nation-wide reporting system that can be used via website or phone app.
- Accessibility categories have been set up on the app and will be refined in consultation with the Access and Inclusion Advisory Committee.

<p><b>DISCUSSION</b></p> <p><b>Snap Send Solve</b></p> <p>Snap Send Solve is an incident reporting solution that allows community members to easily report issues in the municipality.</p> <p>The app can be used via website or phone.</p> <p>Snap Send Solve will replace City of Darwin's previous systems for reporting issues in the municipality - Click and Fix and various web forms.</p> <p>Snap Send Solve increases ease of use and response time for community members and streamlines the reporting process for City of Darwin.</p> <p><b>Implementation</b></p> <p>The system is live on City of Darwin's website under "Report an Issue".</p> <p>A marketing campaign has begun to raise awareness in the community.</p> <p><b>Accessibility</b></p> <p>The Community Inclusion team has worked with the Innovation team to create Accessibility categories for reporting. These will be refined in consultation with the Access and Inclusion Advisory Committee.</p>	
<p><b>PREVIOUS COUNCIL RESOLUTION</b></p> <p>Nil</p>	
<p><b>STRATEGIC PLAN ALIGNMENT</b></p>	<p>4 A Smart and Prosperous City</p> <p>4.1 By 2030, Darwin will be recognised globally as a smart city</p>
<p><b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b></p>	<p>Nil</p>
<p><b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b></p>	<p>Nil</p>
<p><b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b></p>	<p><b>Engagement Level:</b> Discuss</p>
<p><b>DECLARATION OF INTEREST</b></p>	<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**

**11 GENERAL BUSINESS**

**12 NEXT MEETING**

**13 CLOSURE OF MEETING**



# **MINUTES**

## **Access and Inclusion Advisory Committee Meeting Thursday, 28 November 2024**

**Date: Thursday, 28 November 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, 28 NOVEMBER 2024 AT 1:30 PM**

**PRESENT:**

Councillor Sylvia Klonaris  
Community Member Tiffany Brown  
Community Member Kim Caudwell  
Community Member Lynne Strathie  
Council on the Ageing NT Cecilia Chiolero  
Department of Infrastructure, Planning and Logistic Bernie Ingram  
National Disability Services NT Mick Fallon  
Building Advisory Services Alison Warwick

**OFFICERS:**

Ciella Williams (Community Development Officer)  
Andrew Aragala (Senior Coordinator Community Inclusion)  
Chloe Armitage (Community Development Officer)

**APOLOGY:**

Community Member Florence Henaway  
Community Member Stephanie Ransome  
Community Member Rajeev Thayil

**GUESTS:**

Jane Bland (Supervisor Councillor Governance)

**Order of Business**

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<b>2</b>	<b>Acknowledgement of Country .....</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>5</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>
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<b>11</b>	<b>General Business.....</b>	<b>7</b>
<b>12</b>	<b>Next Meeting .....</b>	<b>7</b>

**APPOINTMENT OF CHAIR****COMMITTEE RESOLUTION AAIAC025/24**

Moved: Community Member Kim Caudwell

Seconded: Councillor Sylvia Klonaris

THAT Lynne Strathie is appointed as chair for the meeting.

**CARRIED 8/0**

**1 MEETING DECLARED OPEN**

The Chair declared the meeting open at 1:41 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 Florence Henaway

Community Member Stephanie Ransome

Community Member Rajeev Thayil

**3.2 Leave of Absence****3.3 Leave of Absence Notified****4 ELECTRONIC ATTENDANCE****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 AAIAC026/24**

Moved: Councillor Sylvia Klonaris  
Seconded: Council on the Ageing NT Cecilia Chiolero

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 3 October 2024 be confirmed.

**CARRIED 8/0****7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

**8 PRESENTATIONS**

Nil

*Item 9.2 - Ongoing Actions List was considered as the first item of business.*

**9 OFFICER REPORTS****9.1 ACCESS STRATEGY CONSULTATION RESULTS****COMMITTEE RESOLUTION AAIAC027/24**

Moved: Councillor Sylvia Klonaris  
Seconded: Community Member Kim Caudwell

THAT the report entitled Access Strategy Consultation Results be received and noted.

**CARRIED 8/0****9.2 ONGOING ACTIONS LIST****COMMITTEE RESOLUTION AAIAC028/24**

Moved: Building Advisory Services Alison Warwick  
Seconded: Council on the Ageing NT Cecilia Chiolero

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

**CARRIED 8/0**

### 9.3 NOMINATION OF CHAIR

**COMMITTEE RESOLUTION AAIAC029/24**

Moved: Community Member Kim Caudwell

Seconded: Councillor Sylvia Klonaris

1. THAT the report entitled Nomination of Chair be received and noted.
2. THAT the Access and Inclusion Advisory Committee nominate Alison Warwick as the Chair for a two-year term.

**CARRIED 8/0**

### 9.4 COMMITTEE MEETING DATES 2025

**COMMITTEE RESOLUTION AAIAC030/24**

Moved: Council on the Ageing NT Cecilia Chiolerio

Seconded: Community Member Kim Caudwell

THAT the Access and Inclusion Advisory Committee adopts the following schedule for the holding of meetings in 2025:

- (a) Due to the local government elections in 2025 and caretaker period, meetings will not be scheduled for 30 July to 1 November, therefore this Committee is only scheduled to meet three (3) times in 2025.
- (b) Meetings to be held on Thursdays in March, July, and November
- (c) Meetings to be held on:
  - i. 6 March 2025
  - ii. 4 July 2025
  - iii. 6 November 2025
- (d) Meetings to be held from 1:30pm to 3:00pm
- (e) Meetings to be held at the Guyugwa Casuarina Library meeting room with the option to meet online when needed.

**CARRIED 8/0**

THAT the Access and Inclusion Advisory Committee adopts the following schedule for the holding of meetings in 2025, subject to an administrative amendment under item (c), to allow four meeting dates during 2025.

- i. 20 February 2025
- ii. 3 April 2025
- iii. 4 July 2025
- (iv) 6 November 2025

## 10 MEMBER REPORTS

Nil

**11 GENERAL BUSINESS**

Nil

**12 NEXT MEETING**

20 February 2025 at 1:30 pm

Guyugwa Casuarina Library Meeting Room.

That the chair declared the meeting closed at 3:12 pm.

Unconfirmed