



AGENDA

Access and Inclusion Advisory Committee Meeting Thursday, 28 November 2024

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

Date: Thursday, 28 November 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

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

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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 - 3 October 2024

7 ACTIONS ARISING FROM Previous Minutes

8 PRESENTATIONS

9 OFFICER REPORTS

9.1 ACCESS STRATEGY CONSULTATION RESULTS

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

RECOMMENDATIONS

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

PURPOSE

The purpose of this report is to inform the Access and Inclusion Advisory Committee of the results from the Access Strategy consultation process.

KEY ISSUES

Matrix On Board conducted consultations for the City of Darwin Access Strategy from 3 October to 13 November.

Matrix On Board will present a summary of their findings to the committee.

DISCUSSION**Matrix On Board conducted consultations for the City of Darwin Access Strategy**

The consultation period was from 3 October to 13 November 2024.

The consultation included people with disability, organisations who work directly with people with accessibility needs, mainstream community organisations, the general public as well as City of Darwin Elected Members, staff and the Access and Inclusion Committee.

A mix of methodologies including an online survey, focus groups, a public survey and interviews with key stakeholders.

Contributions were received from 206 participants.

78 people responded to the online survey.

Key themes have been identified that will inform the strategy.

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 ○ City of Darwin Corporate Hub ○ City of Darwin Office of Lord Mayor and CEO Hub ○ Elected members. ○ Access and Inclusion Advisory Committee

	External: Disability peak bodies and service providers Mainstream peak bodies and service providers Dedicated – d/Deaf community. General public wider community
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>

9.2 ONGOING ACTIONS LIST

Author: Community Development Officer

Authoriser: Executive Manager Community and Cultural Services

Attachments: 1. Ongoing Actions List [↓](#)

RECOMMENDATIONS

THAT the report entitled Ongoing Action 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 and receive an update from the officer.

KEY ISSUES

- At each meeting of the Access and Inclusion Advisory Committee, the Ongoing Action list as **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	2 A Safe, Liveable and Healthy City 2.2 By 2030, Darwin will be increasingly recognised as a liveable city
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Nil
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>

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 Recommendations provided Nov 2023. Convention Centre assessment received Nov 2024.	5/10/2023
City of Darwin Access Strategy	Community Development Officer & Committee	First draft in development	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

Action	Who	Status	Date added
Increase Event Accessibility	Community Development Officer	Focus for 2024	30/11/2023
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

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

9.3 NOMINATION OF CHAIR

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

RECOMMENDATIONS

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

PURPOSE

The purpose of this report is for the Committee to nominate a Chair for Council's endorsement.

KEY ISSUES

- The Committee Chair role is vacant due to the resignation of Community Member Debbie Reeves on 29 October 2024.
- The Access and Inclusion Advisory Committee's Terms of Reference outlines that the Chair is appointed by Council.
- At this meeting the Committee will nominate a Chair for Council approval.

<p>DISCUSSION</p> <p>As per the Access and Inclusion Advisory Committee's Terms of Reference, the Chair is appointed by Council.</p> <p>At this meeting the Committee will nominate a Chair to be recommended for Council endorsement.</p>	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>At the Ordinary Council meeting on 30 April 2024 Council resolved:</p> <p>RESOLUTION ORD151/24</p> <ol style="list-style-type: none"> 1. THAT the report entitled Appointment of Chair Access and Inclusion Advisory Committee be received and noted. 2. THAT Council appoint Debbie Reeves as the Chair of the Access and Inclusion Advisory Committee from 4 April 2024 to 31 March 2026. 3. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the <i>Local Government Act 2019</i>. 4. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting. <p style="text-align: right;">CARRIED 11/0</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</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>

9.4 COMMITTEE MEETING DATES 2025

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

RECOMMENDATIONS

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.

PURPOSE

The purpose of this report is to propose the committee meeting schedule for 2025.

KEY ISSUES

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.

DISCUSSION

Dates, time and location of meetings is to be determined by the committee. The dates presented are for endorsement or discussion of alternative dates as determined by the committee.

It is noted that attendance at the meetings will be offered in person and via Microsoft Teams.

Proposed 2025 dates, time and location are:

- a) meetings to be held on a Thursday
- b) meetings to be held at 1.30pm
- c) meetings to be held in Guyugwa, Casuarina Library or electronically via Teams
- d) meetings to be held on
 - (i) 6 March 2025
 - (ii) 4 July 2025
 - (iii) 6 November 2025

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Local Government Act 2019 Policy: Meetings Policy No.0043.100.E.R Advisory and Other Committees No.0930.100.E.R
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).

10 MEMBER REPORTS

11 GENERAL BUSINESS

12 NEXT MEETING

13 CLOSURE OF MEETING



MINUTES

Access and Inclusion Advisory Committee Meeting Thursday, 3 October 2024

Date: Thursday, 3 October 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, 3 OCTOBER 2024 AT 1:30 PM**

PRESENT:

Chairperson Debbie Reeves
Councillor Sylvia Klonaris
Community Member Tiffany Brown
Community Member Kim Caudwell
Community Member Lynne Strathie
Council on the Ageing NT Cecilia Chiolero
Building Advisory Services Alison Warwick

OFFICERS:

Community Development Officer, Ciella Williams
Senior Coordinator Community Inclusion, Andrew Aragala
Senior Design Officer, Jacob Beets
Executive Manager of Community and Cultural Services, Angela O'Donnell
Public Relations and External Affairs Advisor, Verity Clough

APOLOGY:

Community Member Stephanie Ransome
Department of Infrastructure, Planning and Logistic Bernie Ingram
Community Member Florence Henaway
National Disability Services NT Mick Fallon
Community Member Rajeev Thayil
Senior Design Officer, Sid Gurung

GUESTS:

Matrix Onboard, Jude Ellen
Matrix Onboard, Kate Horsey
Matrix Onboard, Elizabeth Reid
True North Strategic Communication, Syvasti Makrylos
True North Strategic Communication, Grace Amanatidis

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1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1:54pm.

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 AND LEAVE OF ABSENCE

3.1 Apologies

Community Member Stephanie Ransome

Department of Infrastructure, Planning and Logistic Bernie Ingram

Community Member Florence Henaway

National Disability Services NT Mick Fallon

Community Member Rajeev Thayil

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Matrix Onboard, Kate Horsey

Matrix Onboard, Elizabeth Reid

Council on the Ageing NT Cecilia Chiolero

Community Member, Kim Caudwell

Public Relations and External Affairs Advisor, Verity Clough

Senior Design Officer, Jacob Beets

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 AAIAC019/24**

Moved: Councillor Sylvia Klonaris

Seconded: Building Advisory Services Alison Warwick

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 1 August 2024 be confirmed.

CARRIED 7/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 WATERS WARD MULTIGENERATIONAL RECREATION SPACE ENGAGEMENT****COMMITTEE RESOLUTION AAIAC020/24**

Moved: Community Member Lynne Strathie

Seconded: Councillor Sylvia Klonaris

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

CARRIED 7/0

9.2 REQUEST FOR INSTALLATION OF TACTILE GROUND SURFACE INDICATORS AT CHILDREN CROSSING, MANUNDA TERRACE PRIMARY SCHOOL, KARAMA**COMMITTEE RESOLUTION AAIAC021/24**

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Kim Caudwell

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.

CARRIED 7/0

9.3 TERMS OF REFERENCE

COMMITTEE RESOLUTION AAIAC022/24

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Tiffany Brown

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

CARRIED 7/0

9.4 ONGOING ACTIONS LIST

COMMITTEE RESOLUTION AAIAC023/24

Moved: Building Advisory Services Alison Warwick

Seconded: Councillor Sylvia Klonaris

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

CARRIED 7/0

9.5 ACCESS STRATEGY ENGAGEMENT SESSION

COMMITTEE RESOLUTION AAIAC024/24

Moved: Community Member Lynne Strathie

Seconded: Councillor Sylvia Klonaris

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

CARRIED 7/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Community Member - Chairperson Debbie Reeves raised that she may have to take a leave of absence. Members to consider whether they would like to take on a Vice Chair role in preparation,

Councillor Klonaris raised a concern that had come to her from community members about the showers at Parap Pool not having handrails, despite being used heavily by Seniors. Officers will provide more information at the next meeting.

12 NEXT MEETING

Thursday 28 November 2024.

Meeting closed 3:05pm