

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, 4 June 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 Chiolero

Community Member Bryony Crowe

National Disability Services NT Wendy Morton

Community Member Florence Henaway

Department of Infrastructure, Planning and Logistic Simon Gillam

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 - 2 April 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 TRAINING

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

RECOMMENDATIONS

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

PURPOSE

The purpose of this report is to support the implementation of the Hidden Disabilities Sunflower Program training for the Access and Inclusion Committee, in alignment with the City of Darwin Access and Inclusion Strategy 2025–2030.

KEY ISSUES

- Hidden Disabilities Sunflower Program Training will be rolled out to key customer facing areas of City of Darwin by end of June 2026. To achieve accreditation 80% of the staff nominated across Community and Cultural Services, Library and Children and Family Services, Customer Services and Regulatory Services need to complete this online training.

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 Training for Access and Inclusion Committee members:

Access and Inclusion Committee members will have the opportunity to complete the mandatory 25 to 30 minute Hidden Disabilities Sunflower Program training module on 4 June 2026.

Completion of this training is required before Sunflower lanyards or badges can be issued.

The training provides an overview of how to recognise and support people with non-visible disabilities and explains how the Sunflower Program promotes accessibility and inclusion across facilities and events.

Upon completion of the training, members will receive their Sunflower lanyards or badges.

Accreditation and Implementation across City of Darwin :

Once City of Darwin staff (customer-facing teams e.g. Libraries and Customer Service) training reaches the 80% completion target, City of Darwin facilities will be eligible for accreditation under the Hidden Disabilities Sunflower Program (anticipated June- July 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

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	<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 SAFER CITY PROGRAM

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

RECOMMENDATIONS

THAT the report entitled Safer City Program be received and noted.

PURPOSE

The purpose of this report is to introduce the Assertive Outreach Officers from the Safer City Program and provide an overview of recent activities delivered through the program, with a focus on strengthening access, inclusion, and community engagement outcomes.

KEY ISSUES

- The Assertive Outreach Team at the City of Darwin was established in March 2014 to support community safety and engagement outcomes.
- The service is currently delivered by two staff members who provide coverage across the entire Darwin municipality.
- The team operates within the Safer City Program and continues to adapt its approach in response to emerging community needs, service demand, and principles of access and inclusion.

<p>DISCUSSION</p> <p>Access Strategy: Communicate – Community awareness and support of accessibility is increased.</p> <p>Action: Provide targeted support for vulnerable people with disabilities through Assertive Outreach, collaborate with existing stakeholders to facilitate appropriate referrals.</p> <p>Assertive Outreach is an active and persistent approach used by the City of Darwin to identify and engage with people experiencing homelessness in the locations where they live, sleep, or spend time. The approach focuses on building trust, providing practical support, assisting individuals to transition into stable housing, and supporting connections with relevant service providers, including disability and community support organisations. It also facilitates reconnection with the broader community through a person-centred, trauma-informed, and inclusive practice approach.</p> <p>The Assertive Outreach Team works in close liaison with key stakeholders,</p> <ul style="list-style-type: none"> • Disability service providers • Housing and homelessness services • Health providers • Community support agencies <p>The team ensures coordinated, multi-agency responses to improve access to services and aims to enhance long-term wellbeing, inclusion, and housing stability outcomes. The Assertive Outreach Officers will share a presentation with the Committee outlining their work.</p>	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>Nil</p>	
<p>STRATEGIC PLAN ALIGNMENT</p>	<p>2 A Safe, Liveable and Healthy City</p> <p>2.1 By 2030, Darwin will be a safer place to live and visit</p>
<p>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</p>	<p>Nil</p>
<p>LEGISLATION / POLICY CONTROLS OR IMPACTS</p>	<p>Nil</p>
<p>CONSULTATION, ENGAGEMENT & COMMUNICATION</p>	<p>Nil</p>
<p>DECLARATION OF INTEREST</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>

9.3 ARTS AND CULTURAL DEVELOPMENT: ACCESS

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

RECOMMENDATIONS

THAT the report entitled Arts and Cultural Development: Access be received and noted.

PURPOSE

The purpose of this report is to provide Committee members with an overview of activity in the Arts and Cultural Development portfolio as it relates to Access and Inclusion. Arts and Cultural Development Officers Jenelle Saunders and Kaye Strange will provide an overview of the program, including public art initiatives involving artists with disability, and outline opportunities that support accessibility and inclusion within the arts sector.

KEY ISSUES

- The Arts and Cultural Development Officers support the Access and Inclusion focus at City of Darwin by increasing equitable opportunities for artists with disability, including First Nations artists with disability, to participate in public art initiatives.
- Based on City of Darwin's Creative Strategy 2024-2030 the work also aligns with the City's Access and Inclusion Strategy 2025-2030 by promoting inclusive participation in the arts, ensuring that public art programs are accessible, representative, and responsive to the diverse needs of the community.
- The program activity strengthens accessibility in creative spaces by identifying and reducing barriers to participation, and by embedding inclusive practice in the development and delivery of public art projects.

<p>DISCUSSION</p> <p>Public Arts Project</p> <p>Access Strategy: Recognise – Develop Activities that promote and recognize people with disability.</p> <p>Action:</p> <p>Short term: Identify opportunities within the public art program to commission public art by artist with disability.</p> <p>Medium Term: Secure 2 x copyright or commission agreements by artists with disability.</p> <p>City of Darwin is committed to supporting and growing the local creative, arts and cultural communities for the benefit of all who live, work, and visit our city.</p> <p>The Arts and Cultural Development Officers will provide an overview of activity for the Committee via a presentation.</p>	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>Nil</p>	
<p>STRATEGIC PLAN ALIGNMENT</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>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</p>	<p>Nil</p>
<p>LEGISLATION / POLICY CONTROLS OR IMPACTS</p>	<p>Nil</p>
<p>CONSULTATION, ENGAGEMENT & COMMUNICATION</p>	<p>Nil</p>
<p>DECLARATION OF INTEREST</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>

9.4 COMMITTEE MEETING DATES 2026

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

RECOMMENDATIONS

1. THAT the report entitled Meeting Dates 2026 received and noted.
2. THAT the Access and Inclusion Advisory Committee sets the following schedule for the meetings for the remainder of 2026:
 - a. Meetings to be held on Thursdays
 - b. Meetings to be held on:
 - (i) 3 September 2026
 - (ii) 5 November 2026
 - c. Meetings to be held from 1:30pm to 3:00pm
 - d. Meetings to be held at either the Casuarina Aquatic & Leisure Centre Community Room or 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 the remainder of 2026.

KEY ISSUES

- At the Access and Inclusion Advisory Committee meeting held on the 6 November 2026, the committee were informed that Elected Members were going to review advisory committees.
- The review has been completed and no changes have been made to the Access and Inclusion Advisory Committee.
- In accordance with the Terms of Reference, item *6.1 Frequency of Meeting and Location*, this report is proposing the meeting schedule for the remainder of 2026.

DISCUSSION

This report is proposing the meeting schedule for the remainder of 2026.

2026 meeting dates, time, and location proposal:

It is proposed that the Access and Inclusion Advisory Committee sets the following meeting schedule for the remainder of 2026:

- a) Meetings to be held on Thursdays
- b) Meetings to be held on:
 - i. 3 September 2026
 - ii. 5 November 2026
- c) Meetings to be held from 1:30pm to 3:00pm
- d) Meetings to be held at either the Casuarina Aquatic & Leisure Centre Community Room or Casuarina Library Meeting room with the option to meet online when needed.

PREVIOUS COUNCIL RESOLUTION

At the 6 November 2025 meeting Access and Inclusion Advisory Committee resolved:

COMMITTEE RESOLUTION AAIAC018/25

THAT the Access and Inclusion Advisory Committee adopts the following schedule for the holding of meetings in 2026.

- a. Access and Inclusion Advisory Committee sets its meeting schedule up to 30 June 2026 as follows:
- b. Meetings to be held on Thursdays
- c. Meetings to be held on:
 - (i) 5 February 2026
 - (ii) 2 April 2026
 - (iii) 4 June 2026
- d. Meetings to be held from 1:30pm to 3:00pm
- e. Meetings to be held at either the Casuarina Aquatic and Leisure Centre Community Room or Casuarina Library Meeting room with the option to meet online when needed.

CARRIED 9/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil

LEGISLATION / POLICY CONTROLS OR IMPACTS	<p>Legislation: <i>Local Government Act 2019</i></p> <p>Policy: Meetings Policy No.0043.100.E.R 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>

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, 6 August 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, 2 April 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, 2 APRIL 2026 AT 1:30 PM**

PRESENT:

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

OFFICERS:

Executive Manager Community and Cultural Services, Angela O'Donnell

APOLOGY:

Community Member Florence Henaway
Department of Infrastructure, Planning and Logistic Simon Gillam

NOT PRESENT:

National Disability Services NT Mick Fallon
Community Member Rajeev Thayil

GUESTS:

Chief Executive Officer, Autism NT, Niki Lehmann

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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 AAIAC011/26

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Ella McGugan-Wevill

The Chair declared the meeting open at 1:35 pm.

CARRIED 8/0

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

COMMITTEE RESOLUTION AAIAC012/26

Moved: Community Member Ella McGugan-Wevill

Seconded: Community Member Bryony Crowe

THAT an apology from Community Member Florence Henaway and from Department of Infrastructure, Planning and Logistic Simon Gillam be received.

CARRIED 8/0

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 AAIAC013/26

Moved: Community Member Bryony Crowe

Seconded: Community Member Lynne Strathie

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:

- Community Member Kim Caudwell

CARRIED 8/0

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 AAIAC014/26

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Lynne Strathie

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 5 February 2026 be confirmed.

CARRIED 8/0

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 HIDDEN DISABILITIES SUNFLOWER PROGRAM LAUNCH

COMMITTEE RESOLUTION AAIAC015/26

Moved: Building Advisory Services Alison Warwick

Seconded: Community Member Ella McGugan-Wevill

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

CARRIED 8/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS**11.1 UPDATE ON DISABILITY PERMIT PARKING****COMMITTEE RESOLUTION AAIAC016/26**

Moved: Community Member Bryony Crowe

Seconded: Community Member Lynne Strathie

The Executive Manager Community and Cultural Services, Angela O'Donnell, provided a verbal update from the Ordinary Council Meeting held on 31 March 2026 regarding the motion presented by Councillor Kim Farrar. The motion was unanimously endorsed by Council. A copy of the resolution was shared with the Committee.

CARRIED 8/0

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING**RECOMMENDATIONS**

THAT the next Access and Inclusion Advisory Committee be held on Thursday, 4 June 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 AAIAC017/26**

Moved: Community Member Ella McGugan-Wevill

Seconded: Building Advisory Services Alison Warwick

THAT the meeting be closed at 2:20 pm.

CARRIED 8/0

The minutes of this meeting were confirmed at the Access and Inclusion Advisory Committee Meeting held on 4 June 2026.

.....
CHAIR